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001. executive order	Master Edited Copy, David Goodfriend, Executive Order 13111 (9 pages)	ND	P5

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[289679SS] [1]

Adam Bergfeld
2006-0175-F
ab124

RESTRICTION CODES

Presidential Records Act - [44 U.S.C. 2204(a)]

- P1 National Security Classified Information [(a)(1) of the PRA]
- P2 Relating to the appointment to Federal office [(a)(2) of the PRA]
- P3 Release would violate a Federal statute [(a)(3) of the PRA]
- P4 Release would disclose trade secrets or confidential commercial or financial information [(a)(4) of the PRA]
- P5 Release would disclose confidential advise between the President and his advisors, or between such advisors [(a)(5) of the PRA]
- P6 Release would constitute a clearly unwarranted invasion of personal privacy [(a)(6) of the PRA]

C. Closed in accordance with restrictions contained in donor's deed of gift.

PRM. Personal record misfile defined in accordance with 44 U.S.C. 2201(3).

RR. Document will be reviewed upon request.

Freedom of Information Act - [5 U.S.C. 552(b)]

- b(1) National security classified information [(b)(1) of the FOIA]
- b(2) Release would disclose internal personnel rules and practices of an agency [(b)(2) of the FOIA]
- b(3) Release would violate a Federal statute [(b)(3) of the FOIA]
- b(4) Release would disclose trade secrets or confidential or financial information [(b)(4) of the FOIA]
- b(6) Release would constitute a clearly unwarranted invasion of personal privacy [(b)(6) of the FOIA]
- b(7) Release would disclose information compiled for law enforcement purposes [(b)(7) of the FOIA]
- b(8) Release would disclose information concerning the regulation of financial institutions [(b)(8) of the FOIA]
- b(9) Release would disclose geological or geophysical information concerning wells [(b)(9) of the FOIA]

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EXECUTIVE ORDER

USING TECHNOLOGY TO IMPROVE TRAINING OPPORTUNITIES
FOR FEDERAL GOVERNMENT EMPLOYEES

Advances in technology and increased skills needs are changing the workplace at an ever increasing rate. These advances can make Federal employees more productive and provide improved service to our customers. ^{the American taxpayers} We need to ensure that we continue to train ^{the Federal?} our employees to take full advantage of these technological advances and to acquire the skills and learning needed to succeed in a changing workplace. A coordinated Federal effort is needed to provide flexible training opportunities to employees and to explore how Federal training programs, initiatives, and policies can better support lifelong learning through the use of learning technology. ✓ yes, per David Goodfriend

To help us meet these goals, I am creating a task force on Federal training technology, directing Federal agencies to take certain steps to enhance employees' training opportunities through the use of training technology, and ~~creating~~ an Advisory Committee on the use of training technology, which also will explore options for financing the training and post-secondary education needed to upgrade skills and gain new knowledge. ✓

Therefore, by the authority vested in me as President by the Constitution and the laws of the United States of America, including the Federal Advisory Committee Act, as amended (5 U.S.C. App.), and in furtherance of the purposes of Chapter 41 of title 5, United States Code, the Government Employees Training Act of 1958 (Public Law 85-507), as amended, and Executive Order 11348, "Providing for the Further Training of Government Employees," and in order to make effective use of technology to improve training opportunities for Federal Government employees, it is ordered as follows:

Section 1. Establishment of the President's Task Force on Federal Training Technology.

✓ - Chuck's edits - S
✓ - David Goodfriend's edits.

(a) The "President's Task Force on Federal Training Technology" (^{Task Force}) is established.

The Task Force shall provide leadership regarding the effective use of technology in training and education; make training opportunities an integral part of continuing employment in the Federal Government; and facilitate the ongoing coordination of Federal activities concerning the use of technology in training. The Task Force shall consist of a representative from each of the

the heads of the following depts. and agencies or their reps.
following departments and agencies: the Departments of State, ^{the} Treasury, Defense, Justice, Interior, Agriculture, Commerce, Labor, Health and Human Services, ^{Sp. Rep.} Housing and Urban Development, Transportation, Energy, and Education; the Office of ^{Sp. Rep.} Personal Management, General Services Administration, Environmental Protection Agency, National Aeronautics and Space Administration, Small Business Administration, and ^{Sp. Rep.} the Social Security Administration; a representative from the [?] Small Agency Council; and representatives from other relevant agencies and related Federal councils, as determined by the chair and ^{Vice} deputy chair of the Task Force.

(b) Within 30 days of the date of this order, the head of each agency or council shall designate a senior official to serve as a representative to the Task Force. The representative shall report directly to the agency head or the President's Management Council member on the agency's or council's activities under this order.

Representative from
 (c) The Director of the Office of Personnel Management (^{OPM}) shall be the chair and *the representative from* an official of the Department of Labor shall be the ^{Vice} deputy chair of the Task Force.

(d) The chair and ^{Vice} deputy chair shall appoint an Executive Director.

agencies
 (e) The Task Force members shall provide any required staffing and funding, as appropriate.

¹⁸
Sec. 2. Duties of the Task Force. (a) Within ¹⁸ eighteen months of the date of this order, the Task Force shall develop and recommend to the President, through the Assistant to the President for Economic Policy and the ^{Director of the Office of Science and Tech. Policy} ~~Assistant to the President for Science and Technology~~, a policy to make effective use of technology to improve training opportunities for Federal Government employees. The policy should promote and integrate the effective use of training

technologies to create affordable and convenient training opportunities to improve Federal employee performance. The Task Force shall seek the views of experts from industry, academia, and State and local governments as the Task Force proceeds, as appropriate. Specifically, the Task Force shall:

- (1) develop strategies to improve the efficiency and availability of training opportunities for Federal Government employees;
- (2) form partnerships among key Federal agencies, State and local governments, businesses, universities, and other appropriate entities to promote the development and use of high-quality training opportunities;
- (3) analyze the use of technology in existing training programs and policies of the Task Force member agencies to determine what changes, modifications, and innovations may be necessary to advance training opportunities;
- (4) in consultation with the Department of Defense and the National Institute of Standards and Technology, recommend standards for training software and associated services purchased by Federal agencies and contractors. These standards should be consistent with voluntary industry consensus-based commercial standards. Agencies, where appropriate, should use these standards in procurements to promote reusable training component software and thereby reduce duplication in the development of courseware;
- (5) evaluate and, where appropriate, coordinate and collaborate on, research and demonstration activities of Task Force member agencies related to Federal training technology;
- (6) identify and support cross-agency training areas that would particularly benefit from new instructional technologies and facilitate multiagency procurement and use of training materials, where appropriate;
- (7) in consultation with the General Services Administration, the Office of

Personnel Management, and the Office of Federal Procurement Policy of the Office of Management and Budget (OFPP), promote existing and new procurement vehicles that allow agencies to provide innovative training opportunities for Federal employees;

(8) recommend changes that may be needed to existing procurement laws to further the objectives of this order and forward the recommendations to the Administrator of OFPP; and

(b) develop options and recommendations for establishing a Federal Individual Training Account for each Federal worker for training relevant to his or her Federal employment. To the extent permitted by law, such accounts may be established with the funds allocated to the agency for employee training. Approval for training would be within the discretion of the individual employee's manager. Options and recommendations shall be reported no later than ⁶six months from the date of this order.

Sec. 3. Duties of All Federal Agencies. (a) Each Federal agency shall, to the extent permitted by law:

(1) include as part of its annual budget process a set of goals to provide the highest quality and most efficient training opportunities possible to its employees, and a set of performance measures of the quality and availability of training opportunities possible to its employees. Such measures should be, where appropriate, based on outcomes related to performance rather than time allocation ("seat time"); ??

(2) identify the resources necessary to achieve the aforementioned goals and performance measures articulated in its annual performance plan;

(3) and, where practicable, use the standards recommended by the Task Force and published by the Office of Personnel Management for purchasing training software and associated services; and

(4) ~~and~~ subject to the availability of appropriations, post training courses, information, and other learning opportunities on the Department of Labor's America's

Learning Exchange (ALX), or other appropriate information dissemination vehicles as determined by the Task Force, to make information about Federal training courses, information, and other learning opportunities widely available to Federal employees.

(b) Each Federal agency, to the extent permitted by law, is encouraged to consider how savings achieved through the efficient use of training technology can be reinvested in improved training for their employees.

Sec. 4. Duties of Specific Federal Agencies. (a) In light of the Office of Personnel Management's responsibility for developing Government-wide training policy, coordinating and managing training policy programs, and providing technical assistance to Federal agencies, the Office of Personnel Management or other appropriate agency as determined by the Task Force shall:

(1) in consultation with the Task Force, the Department of Defense, the National Institute of Standards and Technology, the Department of Labor, and other appropriate agencies as determined by OPM, publish the standards for training software and associated services recommended by the Task Force; and

(2) ensure that qualification standards for civil service positions, where appropriate, reflect standard industry certification practices.

(b) The Department of Labor or other appropriate agency as determined by the Task Force shall, subject to the availability of appropriations:

(1) establish a specialized database for Federal training within the framework of the Department of Labor's ALX, or other appropriate information dissemination vehicles determined by the Task Force, to make information about Federal training courses, information, and other learning opportunities widely available to Federal employees;

(2) establish and maintain a training technology website for agencies to post training needs and to foster communication among the agencies and between public and

private sector organizations to identify and meet common needs; and

(3) establish a staffed help desk and technology resource center to support Federal agencies using training technology and to facilitate the development of online training courses.

(c) The Department of Defense or other appropriate agency as determined by the Task Force shall:

(1) in consultation with the National Institute of Standards and Technology, lead Federal participation in business and university organizations charged with developing consensus standards for training software and associated services and lead the Federal review of the standards; and

(2) provide guidance to Defense agencies and advise the civilian agencies, as appropriate, on how best to use these standards for large-scale development and implementation of efficient and effective distributed learning technologies.

defined? (d) Each Cabinet agency shall designate at least one subject area of training that it will use to demonstrate opportunities in technology-based training and assign an agency leader in the designated area. Leaders in these training technology experiments shall work closely with other agencies with similar training interests. Each Cabinet agency shall develop a plan for measuring and evaluating the effectiveness, cost-effectiveness, and benefits to employees and the agency for each designated subject area. *Depts? Ex. 20. Department Mac checking*

Sec. 5. Establishment of Advisory Committee on Expanding Training Opportunities.

The Advisory Committee on Expanding Training Opportunities ("Committee") is established. The Committee shall consist of not more than 20 members appointed by the President from outside the Federal Government, including representatives of the research, education, labor, and training communities, information technology sector, and representatives from other critical sectors. The President shall designate co-chairs from among the members of the Committee. *yes on Mac Reed*

Sec. 6. Functions of the Advisory Committee. The Committee shall provide the President, through the Assistant to the President for Economic Policy and the Assistant to the President for Science and Technology (~~Assistants to the President~~), with: (a) an independent assessment of:

(1) progress made by the Federal Government in its use and integration of technology in training programs, particularly in the use of voluntary industry consensus-based ^{commercial} standards for training software and associated services;

(2) how Federal Government programs, initiatives, and policies can encourage or accelerate training technology to provide more accessible, more timely, and more cost-effective training opportunities for all Americans;

(3) mechanisms for the Federal Government to encourage private sector investment in the development of high-quality instructional software and wider deployment and utilization of technology-mediated instruction so that all Americans may take advantage of the opportunities provided by learning technology; and

(4) the appropriate Federal Government role in research and development for learning technologies and their applications in order to develop high-quality training and education opportunities for all Americans;

(b) an analysis of options for helping adult Americans finance the training and post-secondary education needed to upgrade skills and gain new knowledge. Options for financial mechanisms ^{may} could include grants, tax incentives, low-interest loans, or other vehicles to make training and post-secondary education accessible to adults throughout their lifetimes; and

(c) advice on other issues regarding emerging technologies in government training and financing training and post-secondary education for adult Americans as specified by the Assistant to the President for Economic Policy and the Director of OSTP.

Sec. 7. Administration of the Advisory Committee. (a) To the extent permitted by

law and subject to the availability of appropriations, the Office of Personnel Management shall provide the financial and administrative support for the Committee.

(b) The heads of executive agencies shall, to the extent permitted by law, provide to the Committee such information as it may require for the purpose of carrying out its functions.

Co-Chair's (c) ? The Committee Chair may, from time to time, invite experts to submit information to the Committee and may form subcommittees or working groups within the Committee to review specific issues.

(d) Members of the Committee shall serve without compensation but shall be allowed travel expenses, including per diem instead of subsistence, as authorized by law for persons serving intermittently in the Government service (5 U.S.C. 5701-5707).

(e) Notwithstanding any other Executive order, the functions of the President under the Federal Advisory Committee Act, as amended, that are applicable to the Committee, except that of reporting to the Congress, shall be performed by the Office of Personnel Management in accordance with guidelines that have been issued by the Administrator of General Services.

(f) The Committee shall terminate ²two years from the date of this order unless extended by the President prior to such date.

Sec. 8. Definitions. (a) As used in this order, the terms "agency," "employee," "Government," and "training" have the meaning given to those terms, respectively, by section 4101 of title 5, United States Code.

(b) The term "technology," means any equipment or interconnected system or subsystem of equipment that is used in the automatic acquisition, storage, manipulation, management, movement, control, display, switching, interchange, transmission, or reception of data or information, including computers, ancillary equipment, software, firmware and similar procedures, services (including support services), and related resources. For purposes of the preceding sentence, equipment is used by an executive agency if the equipment is used by the executive agency directly or is used by a contractor under a contract with the executive agency

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which requires the use of such equipment. The term "technology" does not include any equipment that is acquired by a Federal contractor incidental to a Federal contract.

Sec. 9. Judicial Review. This order does not create any enforceable rights against the United States, its agencies, its officers, or any person.

THE WHITE HOUSE,

EXECUTIVE ORDER

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USING TECHNOLOGY TO IMPROVE TRAINING OPPORTUNITIES FOR FEDERAL GOVERNMENT EMPLOYEES

Advances in technology and increased skills needs are changing the workplace at an ever increasing rate. These advances can make Federal employees more productive and provide improved service to our customers, the American taxpayers. We need to ensure that we continue to train Federal employees to take full advantage of these technological advances and to acquire the skills and learning needed to succeed in a changing workplace. A coordinated Federal effort is needed to provide flexible training opportunities to employees and to explore how Federal training programs, initiatives, and policies can better support lifelong learning through the use of learning technology.

To help us meet these goals, I am creating a task force on Federal training technology, directing Federal agencies to take certain steps to enhance employees' training opportunities through the use of training technology, and an Advisory Committee on the use of training technology, which also will explore options for financing the training and post-secondary education needed to upgrade skills and gain new knowledge.

Therefore, by the authority vested in me as President by the Constitution and the laws of the United States of America, including the Federal Advisory Committee Act, as amended (5 U.S.C. App.), and in furtherance of the purposes of Chapter 41 of title 5, United States Code, the Government Employees Training Act of 1958 (Public Law 85-507), as amended, and Executive Order 11348, "Providing for the Further Training

The Task Force shall provide leadership regarding the effective use of technology in training and education; make training opportunities an integral part of continuing employment in the Federal Government; and facilitate the ongoing coordination of Federal activities concerning the use of technology in training. The Task Force shall consist of the heads of the following departments and agencies or their representatives: the Departments of State, the Treasury, Defense, Justice, Interior, Agriculture, Commerce, Labor, Health and Human Services, Housing and Urban Development, Transportation, Energy, and Education; the Office of Personnel Management, General Services Administration, Environmental Protection Agency, National Aeronautics and Space Administration, Small Business Administration, and Social Security Administration; a representative from the Small Agency Council; and representatives from other relevant agencies and related Federal councils, as determined by the ^{Co-}Chair^{Staff} and ~~Vice Chair~~ of the Task Force.

(b) Within 30 days of the date of this order, the head of each agency or council shall designate a senior official to serve as a representative to the Task Force. The representative shall report directly to the agency head or the President's Management Council member on the agency's or council's activities under this order.

(c) The Director of the Office of Personnel Management (OPM) shall be the Chair and the representative from the Department of Labor shall be the Vice Chair of the Task Force.

(d) The Chair and Vice Chair shall appoint an Executive Director.

(e) The Task Force member agencies shall provide any

for Science and Technology, a policy to make effective use of technology to improve training opportunities for Federal Government employees. The policy should promote and integrate the effective use of training technologies to create affordable and convenient training opportunities to improve Federal employee performance. The Task Force shall seek the views of experts from industry, academia, and State and local governments as the Task Force proceeds, as appropriate. Specifically, the Task Force shall:

(1) develop strategies to improve the efficiency and availability of training opportunities for Federal Government employees;

(2) form partnerships among key Federal agencies, State and local governments, businesses, universities, and other appropriate entities to promote the development and use of high-quality training opportunities;

(3) analyze the use of technology in existing training programs and policies of the Task Force member agencies to determine what changes, modifications, and innovations may be necessary to advance training opportunities;

(4) in consultation with the Department of Defense and the National Institute of Standards and Technology, recommend standards for training software and associated services purchased by Federal agencies and contractors. These standards should be consistent with voluntary industry consensus-based commercial standards. Agencies, where appropriate, should use these standards in procurements to promote reusable training component software

(6) identify and support cross-agency training areas that would particularly benefit from new instructional technologies and facilitate multiagency procurement and use of training materials, where appropriate;

(7) in consultation with the General Services Administration, the Office of Personnel Management, and the Office of Federal Procurement Policy of the Office of Management and Budget (OFPP), promote existing and new procurement vehicles that allow agencies to provide innovative training opportunities for Federal employees;

(8) recommend changes that may be needed to existing procurement laws to further the objectives of this order and forward the recommendations to the Administrator of OFPP; and

(b) develop options and recommendations for establishing a Federal Individual Training Account for each Federal worker for training relevant to his or her Federal employment. To the extent permitted by law, such accounts may be established with the funds allocated to the agency for employee training. Approval for training would be within the discretion of the individual employee's manager. Options and recommendations shall be reported no later than 6 months from the date of this order.

Sec. 3. Duties of All Federal Agencies. (a) Each Federal agency shall, to the extent permitted by law:

(1) include as part of its annual budget process a set of goals to provide the highest quality and most efficient training opportunities possible to its employees, and a set of performance measures of the quality and

(3) and, where practicable, use the standards recommended by the Task Force and published by the Office of Personnel Management for purchasing training software and associated services; and

(4) subject to the availability of appropriations, post training courses, information, and other learning opportunities on the Department of Labor's America's Learning Exchange (ALX), or other appropriate information dissemination vehicles as determined by the Task Force, to make information about Federal training courses, information, and other learning opportunities widely available to Federal employees.

(b) Each Federal agency, to the extent permitted by law, is encouraged to consider how savings achieved through the efficient use of training technology can be reinvested in improved training for their employees.

Sec. 4. Duties of Specific Federal Agencies. (a) In light of the Office of Personnel Management's responsibility for developing Government-wide training policy, coordinating and managing training policy programs, and providing technical assistance to Federal agencies, the Office of Personnel Management or other appropriate agency as determined by the Task Force shall:

(1) in consultation with the Task Force, the Department of Defense, the National Institute of Standards and Technology, the Department of Labor, and other appropriate agencies as determined by OPM, publish the standards for training software and associated services recommended by the Task Force; and

(1) establish a specialized database for Federal training within the framework of the Department of Labor's ALX, or other appropriate information dissemination vehicles determined by the Task Force, to make information about Federal training courses, information, and other learning opportunities widely available to Federal employees;

(2) establish and maintain a training technology website for agencies to post training needs and to foster communication among the agencies and between public and private sector organizations to identify and meet common needs; and

(3) establish a staffed help desk and technology resource center to support Federal agencies using training technology and to facilitate the development of online training courses.

(c) The Department of Defense or other appropriate agency as determined by the Task Force shall:

(1) in consultation with the National Institute of Standards and Technology, lead Federal participation in business and university organizations charged with developing consensus standards for training software and associated services and lead the Federal review of the standards; and

(2) provide guidance to Defense agencies and advise the civilian agencies, as appropriate, on how best to use these standards for large-scale development and implementation of efficient and effective distributed learning technologies.

similar training interests. Each Executive department shall develop a plan for measuring and evaluating the effectiveness, cost-effectiveness, and benefits to employees and the agency for each designated subject area.

Sec. 5. Establishment of Advisory Committee on Expanding Training Opportunities.

The Advisory Committee on Expanding Training Opportunities (Committee) is established. The Committee shall consist of not more than 20 members appointed by the President from outside the Federal Government, including representatives of the research, education, labor, and training communities, information technology sector, and representatives from other critical sectors. The President shall designate Co-Chairs from among the members of the Committee.

Sec. 6. Functions of the Advisory Committee. The Committee shall provide the President, through the Assistant to the President for Economic Policy and the Assistant to the President for Science and Technology (Assistants to the President), with: (a) an independent assessment of:

- (1) progress made by the Federal Government in its use and integration of technology in training programs, particularly in the use of voluntary industry consensus-based commercial standards for training software and associated services;

- (2) how Federal Government programs, initiatives, and policies can encourage or accelerate training technology to provide more accessible, more timely, and more cost-effective training opportunities for all Americans;

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(4) the appropriate Federal Government role in research and development for learning technologies and their applications in order to develop high-quality training and education opportunities for all Americans;

(b) an analysis of options for helping adult Americans finance the training and post-secondary education needed to upgrade skills and gain new knowledge. Options for financial mechanisms may include grants, tax incentives, low-interest loans, or other vehicles to make training and post-secondary education accessible to adults throughout their lifetimes; and

~~Set~~ (c) advice on other issues regarding emerging technologies ~~in~~ government training and financing training and post-secondary education for adult Americans as specified by the Assistants to the President.

Sec. 7. Administration of the Advisory Committee. (a) To the extent permitted by law and subject to the availability of appropriations, the Office of Personnel Management shall provide the financial and administrative support for the Committee.

✓ (b) The heads of ~~Ex~~^Eecutive agencies shall, to the extent permitted by law, provide to the Committee such information as it may require for the purpose of carrying out its functions.

(c) The Committee Co-Chairs may, from time to time, invite experts to submit information to the Committee and may form subcommittees or working groups within the Committee to review specific issues.

(d) Members of the Committee shall serve without compensation but shall be allowed travel expenses, including per diem instead of subsistence, as authorized by law for persons serving intermittently in the Government service

that of reporting to the Congress, shall be performed by the Office of Personnel Management in accordance with guidelines that have been issued by the Administrator of General Services.

(f) The Committee shall terminate 2 years from the date of this order unless extended by the President prior to such date.

Sec. 8. Definitions. (a) As used in this order, the terms "agency," "employee," "Government," and "training" have the meaning given to those terms, respectively, by section 4101 of title 5, United States Code.

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Sec. 9. Judicial Review. This order does not create any enforceable rights against the United States, its agencies, its officers, or any person.

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EXECUTIVE ORDER

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To help us meet these goals, I am creating a task force on Federal training technology, directing Federal agencies to take certain steps to enhance employees' training opportunities through the use of training technology, and creating an Advisory Committee on the use of training technology, which also will explore options for financing the training and post-secondary education needed to upgrade skills and gain new knowledge.

Therefore, by the authority vested in me as President by the Constitution and the laws of the United States of America, including the Federal Advisory Committee Act, as amended (5 U.S.C. App.), and in furtherance of the purposes of Chapter 41 of title 5, United States Code, the Government Employees Training Act of 1958 (Public Law 85-507), as amended, and Executive Order 11348, "Providing for the Further Training of Government Employees," and in order to make effective use of technology to improve training opportunities for Federal Government employees, it is ordered as follows:

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Government; and facilitate the ongoing coordination of Federal activities concerning the use of technology in training. The Task Force shall consist of a representative from each of the

the heads of the following depts. and agencies or their reps.
~~following departments and agencies:~~ the Departments of State, ^{the} Treasury, Defense, Justice,

Interior, Agriculture, Commerce, Labor, Health and Human Services, Housing and Urban

Development, Transportation, Energy, and Education; the Office of ^{OPM} Personnel Management,

General Services Administration, Environmental Protection Agency, National Aeronautics and

Space and Administration, Small Business Administration, and ~~the~~ Social Security Administration;

a representative from the Small Agency Council; and representatives from other relevant agencies

and related Federal councils, as determined by the chair and ^{vice} deputy chair of the Task Force.

(b) Within 30 days of the date of this order, the head of each agency or council shall designate a senior official to serve as a representative to the Task Force. The representative shall report directly to the agency head or the President's Management Council member on the agency's or council's activities under this order.

Representative from the
 (c) The Director of the Office of Personnel Management ("OPM") shall be the chair and *the representative from* an official of the Department of Labor shall be the deputy chair of the Task Force.

vice
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18
Sec. 2. Duties of the Task Force. (a) Within eighteen months of the date of this order, the Task Force shall develop and recommend to the President, through the Assistant to the President for Economic Policy and the *Director of the Office of Science and Technology Policy* Assistant to the President for Science and Technology, a policy to make effective use of technology to improve training opportunities for Federal Government employees. The policy should promote and integrate the effective use of training

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- (4) in consultation with the Department of Defense and the National Institute of Standards and Technology, recommend standards for training software and associated services purchased by Federal agencies and contractors. These standards should be consistent with voluntary industry consensus-based commercial standards. Agencies, where appropriate, should use these standards in procurements to promote reusable training component software and thereby reduce duplication in the development of courseware;
- (5) evaluate and, where appropriate, coordinate and collaborate on, research and demonstration activities of Task Force member agencies related to Federal training technology;
- (6) identify and support cross-agency training areas that would particularly benefit from new instructional technologies and facilitate multiagency procurement and use of training materials, where appropriate;
- (7) in consultation with the General Services Administration, the Office of

Personnel Management, and the Office of Federal Procurement Policy of the Office of Management and Budget (~~"OFPP"~~), promote existing and new procurement vehicles that allow agencies to provide innovative training opportunities for Federal employees;

(8) recommend changes that may be needed to existing procurement laws to further the objectives of this order and forward the recommendations to the Administrator of OFPP; and

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(2) identify the resources necessary to achieve the aforementioned goals and performance measures articulated in its annual performance plan;

(3) and, where practicable, use the standards recommended by the Task Force and published by the Office of Personnel Management for purchasing training software and associated services; and

(4) ~~and~~, subject to the availability of appropriations, post training courses, information, and other learning opportunities on the Department of Labor's America's

Learning Exchange (ALX), or other appropriate information dissemination vehicles as determined by the Task Force, to make information about Federal training courses, information, and other learning opportunities widely available to Federal employees.

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Sec. 4. Duties of Specific Federal Agencies. (a) In light of the Office of Personnel Management's responsibility for developing Government-wide training policy, coordinating and managing training policy programs, and providing technical assistance to Federal agencies, the Office of Personnel Management or other appropriate agency as determined by the Task Force shall:

(1) in consultation with the Task Force, the Department of Defense, the National Institute of Standards and Technology, the Department of Labor, and other appropriate agencies as determined by OPM, publish the standards for training software and associated services recommended by the Task Force; and

(2) ensure that qualification standards for civil service positions, where appropriate, reflect standard industry certification practices.

(b) The Department of Labor or other appropriate agency as determined by the Task Force shall, subject to the availability of appropriations:

(1) establish a specialized database for Federal training within the framework of the Department of Labor's ALX, or other appropriate information dissemination vehicles determined by the Task Force, to make information about Federal training courses, information, and other learning opportunities widely available to Federal employees;

(2) establish and maintain a training technology website for agencies to post training needs and to foster communication among the agencies and between public and

private sector organizations to identify and meet common needs; and

(3) establish a staffed help desk and technology resource center to support Federal agencies using training technology and to facilitate the development of online training courses.

(c) The Department of Defense or other appropriate agency as determined by the Task Force shall;

(1) in consultation with the National Institute of Standards and Technology, lead Federal participation in business and university organizations charged with developing consensus standards for training software and associated services and lead the Federal review of the standards; and

(2) provide guidance to Defense agencies and advise the civilian agencies, as appropriate, on how best to use these standards for large-scale development and implementation of efficient and effective distributed learning technologies.

defined?
(d) Each ~~Cabinet agency~~ ^{Dept. of Defense, Ex. O, Department of Mac chuking} shall designate at least one subject area of training that it will use to demonstrate opportunities in technology-based training and assign an agency leader in the designated area. Leaders in these training technology experiments shall work closely with other agencies with similar training interests. Each ~~Cabinet agency~~ ^{Ex. O, Department of Mac chuking} shall develop a plan for measuring and evaluating the effectiveness, cost-effectiveness, and benefits to employees and the agency for each designated subject area.

Yes on Mac Reed

Sec. 5. Establishment of Advisory Committee on Expanding Training Opportunities.

The Advisory Committee on Expanding Training Opportunities ("Committee") is established. The Committee shall consist of not more than 20 members appointed by the President from outside the Federal Government, including representatives of the research, education, labor, and training communities, information technology sector, and representatives from other critical sectors. The President shall designate co-chairs from among the members of the Committee.

Sec. 6. Functions of the Advisory Committee. The Committee shall provide the President, through the Assistant to the President for Economic Policy and the Assistant to the President for Science and Technology (~~Assistants to the President~~), with: (a) an independent assessment of:

(1) progress made by the Federal Government in its use and integration of technology in training programs, particularly in the use of voluntary industry consensus-based ^{COMMUNITY} standards for training software and associated services;

(2) how Federal Government programs, initiatives, and policies can encourage or accelerate training technology to provide more accessible, more timely, and more cost-effective training opportunities for all Americans;

(3) mechanisms for the Federal Government to encourage private sector investment in the development of high-quality instructional software and wider deployment and utilization of technology-mediated instruction so that all Americans may take advantage of the opportunities provided by learning technology; and

(4) the appropriate Federal Government role in research and development for learning technologies and their applications in order to develop high-quality training and education opportunities for all Americans;

(b) an analysis of options for helping adult Americans finance the training and post-secondary education needed to upgrade skills and gain new knowledge. Options for financial mechanisms ^{may} could include grants, tax incentives, low-interest loans, or other vehicles to make training and post-secondary education accessible to adults throughout their lifetimes; and

(c) advice on other issues regarding emerging technologies in government training and financing training and post-secondary education for adult Americans as specified by the Assistants to the President ^{for Econ. Policy and the Dir. of OSTP}.

Sec. 7. Administration of the Advisory Committee. (a) To the extent permitted by

law and subject to the availability of appropriations, the Office of Personnel Management shall provide the financial and administrative support for the Committee.

(b) The heads of executive agencies shall, to the extent permitted by law, provide the Committee such information as it may require for the purpose of carrying out its functions.

Co-Chair's (c) The Committee Chair may, from time to time, invite experts to submit information to the Committee and may form subcommittees or working groups within the Committee to review specific issues.

Not (d) Members of the Committee shall serve without compensation but shall be allowed travel expenses, including per diem *in lieu?* instead of subsistence, as authorized by law for persons serving intermittently in the Government service (5 U.S.C. 5701-5707).

(e) Notwithstanding any other Executive order, the functions of the President under the Federal Advisory Committee Act, as amended, that are applicable to the Committee, except that of reporting to the Congress, shall be performed by the Office of Personnel Management in accordance with guidelines that have been issued by the Administrator of General Services.

(f) The Committee shall terminate ²two years from the date of this order unless extended by the President prior to such date.

Sec. 8. Definitions. (a) As used in this order, the terms "agency," "employee," "Government," and "training" have the meaning given to those terms, respectively, by section 4101 of title 5, United States Code.

(b) The term "technology," means any equipment or interconnected system or subsystem of equipment that is used in the automatic acquisition, storage, manipulation, management, movement, control, display, switching, interchange, transmission, or reception of data or information, including computers, ancillary equipment, software, firmware and similar procedures, services (including support services), and related resources. For purposes of the preceding sentence, equipment is used by an executive agency if the equipment is used by the executive agency directly or is used by a contractor under a contract with the executive agency.

law and subject to the availability of appropriations, the Office of Personnel Management shall provide the financial and administrative support for the Committee.

(b) The heads of executive agencies shall, to the extent permitted by law, provide to the Committee such information as it may require for the purpose of carrying out its functions.

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Mac
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(Long)

that
which requires the use of such equipment. The term "technology" does not include any equipment that is acquired by a Federal contractor incidental to a Federal contract.

Sec. 9. Judicial Review. This order does not create any enforceable rights against the United States, its agencies, its officers, or any person.

THE WHITE HOUSE,

one-stac final

EXECUTIVE ORDER

USING TECHNOLOGY TO IMPROVE TRAINING OPPORTUNITIES FOR FEDERAL GOVERNMENT EMPLOYEES

Advances in technology and increased skills needs are changing the workplace at an ever increasing rate. These advances can make Federal employees more productive and provide improved service to our customers, the American taxpayers. We need to ensure that we continue to train Federal employees to take full advantage of these technological advances and to acquire the skills and learning needed to succeed in a changing workplace. A coordinated Federal effort is needed to provide flexible training opportunities to employees and to explore how Federal training programs, initiatives, and policies can better support lifelong learning through the use of learning technology.

To help us meet these goals, I am creating a task force on Federal training technology, directing Federal agencies to take certain steps to enhance employees' training opportunities through the use of training technology, and an Advisory Committee on the use of training technology, which also will explore options for financing the training and post-secondary education needed to upgrade skills and gain new knowledge.

Therefore, by the authority vested in me as President by the Constitution and the laws of the United States of America, including the Federal Advisory Committee Act, as amended (5 U.S.C. App.), and in furtherance of the purposes of Chapter 41 of title 5, United States Code, the Government Employees Training Act of 1958 (Public Law 85-507), as amended, and Executive Order 11348, "Providing for the Further Training

The Task Force shall provide leadership regarding the effective use of technology in training and education; make training opportunities an integral part of continuing employment in the Federal Government; and facilitate the ongoing coordination of Federal activities concerning the use of technology in training. The Task Force shall consist of the heads of the following departments and agencies or their representatives: the Departments of State, the Treasury, Defense, Justice, Interior, Agriculture, Commerce, Labor, Health and Human Services, Housing and Urban Development, Transportation, Energy, and Education; the Office of Personnel Management, General Services Administration, Environmental Protection Agency, National Aeronautics and Space Administration, Small Business Administration, and Social Security Administration; a representative from the Small Agency Council; and representatives from other relevant agencies and related Federal councils, as determined by the Chair and Vice Chair of the Task Force.

(b) Within 30 days of the date of this order, the head of each agency or council shall designate a senior official to serve as a representative to the Task Force. The representative shall report directly to the agency head or the President's Management Council member on the agency's or council's activities under this order.

(c) The Director of the Office of Personnel Management (OPM) shall be the Chair and the representative from the Department of Labor shall be the Vice Chair of the Task Force.

(d) The Chair and Vice Chair shall appoint an Executive Director.

(e) The Task Force member agencies shall provide any

for Science and Technology, a policy to make effective use of technology to improve training opportunities for Federal Government employees. The policy should promote and integrate the effective use of training technologies to create affordable and convenient training opportunities to improve Federal employee performance. The Task Force shall seek the views of experts from industry, academia, and State and local governments as the Task Force proceeds, as appropriate. Specifically, the Task Force shall:

- (1) develop strategies to improve the efficiency and availability of training opportunities for Federal Government employees;

- (2) form partnerships among key Federal agencies, State and local governments, businesses, universities, and other appropriate entities to promote the development and use of high-quality training opportunities;

- (3) analyze the use of technology in existing training programs and policies of the Task Force member agencies to determine what changes, modifications, and innovations may be necessary to advance training opportunities;

- (4) in consultation with the Department of Defense and the National Institute of Standards and Technology, recommend standards for training software and associated services purchased by Federal agencies and contractors. These standards should be consistent with voluntary industry consensus-based commercial standards. Agencies, where appropriate, should use these standards in procurements to promote reusable training component software

(6) identify and support cross-agency training areas that would particularly benefit from new instructional technologies and facilitate multiagency procurement and use of training materials, where appropriate;

(7) in consultation with the General Services Administration, the Office of Personnel Management, and the Office of Federal Procurement Policy of the Office of Management and Budget (OFPP), promote existing and new procurement vehicles that allow agencies to provide innovative training opportunities for Federal employees;

(8) recommend changes that may be needed to existing procurement laws to further the objectives of this order and forward the recommendations to the Administrator of OFPP; and

(b) develop options and recommendations for establishing a Federal Individual Training Account for each Federal worker for training relevant to his or her Federal employment. To the extent permitted by law, such accounts may be established with the funds allocated to the agency for employee training. Approval for training would be within the discretion of the individual employee's manager. Options and recommendations shall be reported no later than 6 months from the date of this order.

Sec. 3. Duties of All Federal Agencies. (a) Each Federal agency shall, to the extent permitted by law:

(1) include as part of its annual budget process a set of goals to provide the highest quality and most efficient training opportunities possible to its employees, and a set of performance measures of the quality and

(3) and, where practicable, use the standards recommended by the Task Force and published by the Office of Personnel Management for purchasing training software and associated services; and

(4) subject to the availability of appropriations, post training courses, information, and other learning opportunities on the Department of Labor's America's Learning Exchange (ALX), or other appropriate information dissemination vehicles as determined by the Task Force, to make information about Federal training courses, information, and other learning opportunities widely available to Federal employees.

(b) Each Federal agency, to the extent permitted by law, is encouraged to consider how savings achieved through the efficient use of training technology can be reinvested in improved training for their employees.

Sec. 4. Duties of Specific Federal Agencies. (a) In light of the Office of Personnel Management's responsibility for developing Government-wide training policy, coordinating and managing training policy programs, and providing technical assistance to Federal agencies, the Office of Personnel Management or other appropriate agency as determined by the Task Force shall:

(1) in consultation with the Task Force, the Department of Defense, the National Institute of Standards and Technology, the Department of Labor, and other appropriate agencies as determined by OPM, publish the standards for training software and associated services recommended by the Task Force; and

(1) establish a specialized database for Federal training within the framework of the Department of Labor's ALX, or other appropriate information dissemination vehicles determined by the Task Force, to make information about Federal training courses, information, and other learning opportunities widely available to Federal employees;


(2) establish and maintain a training technology website for agencies to post training needs and to foster communication among the agencies and between public and private sector organizations to identify and meet common needs; and

(3) establish a staffed help desk and technology resource center to support Federal agencies using training technology and to facilitate the development of online training courses.

(c) The Department of Defense or other appropriate agency as determined by the Task Force shall:

(1) in consultation with the National Institute of Standards and Technology, lead Federal participation in business and university organizations charged with developing consensus standards for training software and associated services and lead the Federal review of the standards; and

(2) provide guidance to Defense agencies and advise the civilian agencies, as appropriate, on how best to use these standards for large-scale development and implementation of efficient and effective distributed learning technologies.



Executive Department

similar training interests. Each ~~Cabinet agency~~ shall develop a plan for measuring and evaluating the effectiveness, cost-effectiveness, and benefits to employees and the agency for each designated subject area.

Sec. 5. Establishment of Advisory Committee on Expanding Training Opportunities.

The Advisory Committee on Expanding Training Opportunities (Committee) is established. The Committee shall consist of not more than 20 members appointed by the President from outside the Federal Government, including representatives of the research, education, labor, and training communities, information technology sector, and representatives from other critical sectors. The President shall designate Co-Chairs from among the members of the Committee.

Sec. 6. Functions of the Advisory Committee. The Committee shall provide the President, through the Assistant to the President for Economic Policy and the Assistant to the President for Science and Technology (Assistants to the President), with: (a) an independent assessment of:

(1) progress made by the Federal Government in its use and integration of technology in training programs, particularly in the use of voluntary industry consensus-based commercial standards for training software and associated services;

(2) how Federal Government programs, initiatives, and policies can encourage or accelerate training technology to provide more accessible, more timely, and more cost-effective training opportunities for all Americans;

(3) mechanisms for the Federal Government to

(4) the appropriate Federal Government role in research and development for learning technologies and their applications in order to develop high-quality training and education opportunities for all Americans;

(b) an analysis of options for helping adult Americans finance the training and post-secondary education needed to upgrade skills and gain new knowledge. Options for financial mechanisms may include grants, tax incentives, low-interest loans, or other vehicles to make training and post-secondary education accessible to adults throughout their lifetimes; and

(c) advice on other issues regarding emerging technologies in government training and financing training and post-secondary education for adult Americans as specified by the Assistants to the President.

Sec. 7. Administration of the Advisory Committee. (a) To the extent permitted by law and subject to the availability of appropriations, the Office of Personnel Management shall provide the financial and administrative support for the Committee.

(b) The heads of executive agencies shall, to the extent permitted by law, provide to the Committee such information as it may require for the purpose of carrying out its functions.

(c) The Committee Co-Chairs may, from time to time, invite experts to submit information to the Committee and may form subcommittees or working groups within the Committee to review specific issues.

(d) Members of the Committee shall serve without compensation but shall be allowed travel expenses, including per diem instead of subsistence, as authorized by law for persons serving intermittently in the Government service

that of reporting to the Congress, shall be performed by the Office of Personnel Management in accordance with guidelines that have been issued by the Administrator of General Services.

(f) The Committee shall terminate 2 years from the date of this order unless extended by the President prior to such date.

Sec. 8. Definitions. (a) As used in this order, the terms "agency," "employee," "Government," and "training" have the meaning given to those terms, respectively, by section 4101 of title 5, United States Code.

(b) The term "technology," means any equipment or interconnected system or subsystem of equipment that is used in the automatic acquisition, storage, manipulation, management, movement, control, display, switching, interchange, transmission, or reception of data or information, including computers, ancillary equipment, software, firmware and similar procedures, services (including support services), and related resources. For purposes of the preceding sentence, equipment is used by an executive agency if the equipment is used by the executive agency directly or is used by a contractor under a contract with the executive agency that requires the use of such equipment. The term "technology" does not include any equipment that is acquired by a Federal contractor incidental to a Federal contract.

Sec. 9. Judicial Review. This order does not create any enforceable rights against the United States, its agencies, its officers, or any person.

11/12/99

David Goodfriend's edits

EXECUTIVE ORDER

Bill Clinton

USING TECHNOLOGY TO IMPROVE TRAINING OPPORTUNITIES
FOR FEDERAL GOVERNMENT EMPLOYEES

Advances in technology and increased skills needs are changing the workplace at an ever increasing rate. These advances can make Federal employees more productive and provide improved service to our customers, ~~the American taxpayers.~~ ^{Federal} We need to ensure that we continue to train our employees to take full advantage of these technological advances and to acquire the skills and learning needed to succeed in a changing workplace. A coordinated Federal effort is needed to provide flexible training opportunities to employees and to explore how Federal training programs, initiatives, and policies can better support lifelong learning through the use of learning technology.

To help us meet these goals, I am creating a task force on Federal training technology, directing Federal agencies to take certain steps to enhance employees' training opportunities through the use of training technology, and ~~creating~~ ^g an Advisory Committee on the use of training technology, which also will explore options for financing the training and post-secondary education needed to upgrade skills and gain new knowledge.

Therefore, by the authority vested in me as President by the Constitution and the laws of the United States of America, including the Federal Advisory Committee Act, as amended (5 U.S.C. App.), and in furtherance of the purposes of Chapter 41 of title 5, United States Code, the Government Employees Training Act of 1958 (Public Law 85-507), as amended, and Executive Order 11348, "Providing for the Further Training of Government Employees," and in order to make effective use of technology to improve training opportunities for Federal

in the Federal Government; and facilitate the ongoing coordination of Federal activities concerning the use of technology in training. The Task Force shall consist of a representative from each of the following departments and agencies: the Departments of State, Treasury, Defense, Justice, Interior, Agriculture, Commerce, Labor, Health and Human Services, Housing and Urban Development, Transportation, Energy, and Education; the Office of Personnel Management, General Services Administration, Environmental Protection Agency, National Aeronautics and Space Administration, Small Business Administration, and the Social Security Administration; a representative from the Small Agency Council; and representatives from other relevant agencies and related Federal councils, as determined by the chair and deputy chair of the Task Force.

(b) Within 30 days of the date of this order, the head of each agency or council shall designate a senior official to serve as a representative to the Task Force. The representative shall report directly to the agency head or the President's Management Council member on the agency's or council's activities under this order.

(c) The Director of the Office of Personnel Management ("OPM") shall be the chair and an official of the Department of Labor shall be the deputy chair of the Task Force.

(d) The chair and deputy chair shall appoint an Executive Director.

(e) The Task Force members shall provide any required staffing and funding, as appropriate.

Sec. 2. Duties of the Task Force. (a) Within eighteen months of the date of this order, the Task Force shall develop and recommend to the President, through the Assistant to the President for Economic Policy and the Assistant to the President for Science and Technology, a policy to make effective use of technology to improve training opportunities for Federal Government employees. The policy should promote and integrate the effective use of training technologies to create affordable and convenient training opportunities to improve Federal

opportunities for Federal Government employees;

(2) form partnerships among key Federal agencies, State and local governments, businesses, universities, and other appropriate entities to promote the development and use of high-quality training opportunities;

(3) analyze the use of technology in existing training programs and policies of the Task Force member agencies to determine what changes, modifications, and innovations may be necessary to advance training opportunities;

(4) in consultation with the Department of Defense and the National Institute of Standards and Technology, recommend standards for training software and associated services purchased by Federal agencies and contractors. These standards should be consistent with voluntary industry consensus-based commercial standards. Agencies, where appropriate, should use these standards in procurements to promote reusable training component software and thereby reduce duplication in the development of courseware;

(5) evaluate and, where appropriate, coordinate and collaborate on, research and demonstration activities of Task Force member agencies related to Federal training technology;

(6) identify and support cross-agency training areas that would particularly benefit from new instructional technologies and facilitate multiagency procurement and use of training materials, where appropriate;

(7) in consultation with the General Services Administration, the Office of Personnel Management, and the Office of Federal Procurement Policy of the Office of Management and Budget (OFPP), promote existing and new procurement vehicles that allow agencies to provide innovative training opportunities for Federal employees;

(8) recommend changes that may be needed to existing procurement laws to

employment. To the extent permitted by law, such accounts may be established with the funds allocated to the agency for employee training. Approval for training would be within the discretion of the individual employee's manager. Options and recommendations shall be reported no later than six months from the date of this order.

Sec. 3. Duties of All Federal Agencies. (a) Each Federal agency shall, to the extent permitted by law:

(1) include as part of its annual budget process a set of goals to provide the highest quality and most efficient training opportunities possible to its employees, and a set of performance measures of the quality and availability of training opportunities possible to its employees. Such measures should be, where appropriate, based on outcomes related to performance rather than time allocation ("seat time").

(2) identify the resources necessary to achieve the aforementioned goals and performance measures articulated in its annual performance plan;

(3) and, where practicable, use the standards recommended by the Task Force and published by the Office of Personnel Management for purchasing training software and associated services;

(4) and, subject to the availability of appropriations, post training courses, information, and other learning opportunities on the Department of Labor's America's Learning Exchange (ALX), or other appropriate information dissemination vehicles as determined by the Task Force, to make information about Federal training courses, information, and other learning opportunities widely available to Federal employees.

(b) Each Federal agency, to the extent permitted by law, is encouraged to consider how savings achieved through the efficient use of training technology can be reinvested in improved training for their employees.

Sec. 4. Duties of Specific Federal Agencies. (a) In light of the Office of Personnel

(1) in consultation with the Task Force, the Department of Defense, the National Institute of Standards and Technology, the Department of Labor, and other appropriate agencies as determined by OPM, publish the standards for training software and associated services recommended by the Task Force; and

(2) ensure that qualification standards for civil service positions, where appropriate, reflect standard industry certification practices.

(b) The Department of Labor or other appropriate agency as determined by the Task Force shall, subject to the availability of appropriations:

(1) establish a specialized database for Federal training within the framework of the Department of Labor's ALX, or other appropriate information dissemination vehicles determined by the Task Force, to make information about Federal training courses, information, and other learning opportunities widely available to Federal employees;

(2) establish and maintain a training technology website for agencies to post training needs and to foster communication among the agencies and between public and private sector organizations to identify and meet common needs; and

(3) establish a staffed help desk and technology resource center to support Federal agencies using training technology and to facilitate the development of online training courses.

(c) The Department of Defense or other appropriate agency as determined by the Task Force shall;

(1) in consultation with the National Institute of Standards and Technology, lead Federal participation in business and university organizations charged with developing consensus standards for training software and associated services and lead the Federal review of the standards; and

will use to demonstrate opportunities in technology-based training and assign an agency leader in the designated area. Leaders in these training technology experiments shall work closely with other agencies with similar training interests. Each Cabinet agency shall develop a plan for measuring and evaluating the effectiveness, cost-effectiveness, and benefits to employees and the agency for each designated subject area.

Sec. 5. Establishment of Advisory Committee on Expanding Training Opportunities.

The Advisory Committee on Expanding Training Opportunities ("Committee") is established. The Committee shall consist of not more than 20 members appointed by the President from outside the Federal Government, including representatives of the research, education, labor, and training communities, information technology sector, and representatives from other critical sectors. The President shall designate co-chairs from among the members of the Committee.

Sec. 6. Functions of the Advisory Committee. The Committee shall provide the President, through the Assistant to the President for Economic Policy and the Assistant to the President for Science and Technology ("Assistants to the President"), with: (a) an independent assessment of:

(1) progress made by the Federal Government in its use and integration of technology in training programs, particularly in the use of voluntary industry consensus-based standards for training software and associated services;

(2) how Federal Government programs, initiatives, and policies can encourage or accelerate training technology to provide more accessible, more timely, and more cost-effective training opportunities for all Americans;

(3) mechanisms for the Federal Government to encourage private sector investment in the development of high-quality instructional software and wider deployment and utilization of technology-mediated instruction so that all Americans may

(b) an analysis of options for helping adult Americans finance the training and post-secondary education needed to upgrade skills and gain new knowledge. Options for financial mechanisms ^{may} ~~could~~ include grants, tax incentives, low-interest loans, or other vehicles to make training and post-secondary education accessible to adults throughout their lifetimes; and ✓

(c) advice on other issues regarding emerging technologies in government training and financing training and post-secondary education for adult Americans as specified by the Assistants to the President.

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(c) The Committee Chair may, from time to time, invite experts to submit information to the Committee and may form subcommittees or working groups within the Committee to review specific issues.

(d) Members of the Committee shall serve without compensation but shall be allowed travel expenses, including per diem instead of subsistence, as authorized by law for persons serving intermittently in the Government service (5 U.S.C. 5701-5707).

(e) Notwithstanding any other Executive order, the functions of the President under the Federal Advisory Committee Act, as amended, that are applicable to the Committee, except that of reporting to the Congress, shall be performed by the Office of Personnel Management in accordance with guidelines that have been issued by the Administrator of General Services.

(f) The Committee shall terminate two years from the date of this order unless extended by the President prior to such date.

Sec. 8. Definitions. (a) As used in this order, the terms "agency," "employee,"

management, movement, control, display, switching, interchange, transmission, or reception of data or information, including computers, ancillary equipment, software, firmware and similar procedures, services (including support services), and related resources. For purposes of the preceding sentence, equipment is used by an executive agency if the equipment is used by the executive agency directly or is used by a contractor under a contract with the executive agency which requires the use of such equipment. The term "technology" does not include any equipment that is acquired by a Federal contractor incidental to a Federal contract.

Sec. 9. Judicial Review. This order does not create any enforceable rights against the United States, its agencies, its officers, or any person.

THE WHITE HOUSE,

DRAFT

1-11-99

4:30 p.m.

EXECUTIVE ORDER

----- USING TECHNOLOGY TO IMPROVE TRAINING OPPORTUNITIES FOR FEDERAL GOVERNMENT EMPLOYEES

Advances in technology and increased skills needs are changing the workplace at an ever increasing rate. These advances can make Federal employees more productive, and provide improved service to our customers. We need to ensure that we continue to train our employees to take full advantage of these technological advances and to acquire the skills and learning needed to succeed in a changing workplace. A coordinated Federal effort is needed to provide training to employees any time and anywhere they need it and to explore how Federal training programs, initiatives, and policies can better support lifelong learning through the use of learning technology.

To help us meet these goals, I am creating a task force on Federal training technology, directing Federal agencies to take certain steps to enhance employees training opportunities through the use of training technology, and creating an Advisory Committee on the use of training technology, which also will explore options for financing the training and post-secondary education needed to upgrade skills and gain new knowledge required to get and keep good jobs.

Therefore, by the authority vested in me as President by the Constitution and the laws of the United States of America, (including the Federal Advisory Committee Act, as amended
(5 U.S.C. App.), and in furtherance of the purposes of the Chapter 41 of title 5, United States Code, the Government Employees Training Act of 1958 (Public Law 85-507), as amended, and Executive Order 11348, "Providing for the Further Training of Government Employees," and in

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continuing employment in the Federal Government, and (iii) facilitate the ongoing coordination of Federal activities concerning the use of technology in training. The Task Force will consist of a representative from each of the following departments and agencies: the Departments of Labor, Agriculture, Energy, Education, Defense, Justice, State, Veteran Affairs, Interior, Health and Human Services, Housing and Urban Development, Treasury, Commerce, Transportation, and the Office of Personnel Management, General Services Administration, Environmental Protection Agency, National Aeronautics and Space Administration, Small Business Administration, Social Security Administration, a representative from the Small Agency Council; and representatives from other relevant agencies and related Federal councils, as determined by the chair and deputy chair of the Task Force.

(b) Within 30 days of the date of this order, the head of each agency or council shall designate a senior official to serve as a representative to the Task Force. The representative shall report directly to the agency head or the President's Management Council member on the agency's or council's activities under this order.

(c) The Director of the Office of Personnel Management will be the chair and an official of the Department of Labor will be the deputy chair of the Task Force.

(d) The chair and deputy chair will appoint an Executive Director.

(e) The Task Force members must provide any required staffing and funding, as appropriate.

See 2
Sec. 7(a)
Sec. 2. Duties of the Task Force. (a) Within eighteen months of the date of this order, the Task Force must develop and recommend to the President, through the Assistant to the President for Economic Policy and the Assistant to the President for Science and Technology, a policy to make effective use of technology to improve training opportunities for Federal Government employees. The policy should promote and integrate the effective use of training technologies to create affordable and convenient training opportunities to improve Federal

Policy

opportunities for Federal Government employees;

(2) form partnerships among key Federal agencies, State and local governments, businesses, universities, and other appropriate entities to promote the development and use of high-quality training opportunities;

(3) analyze the use of technology in existing training programs and policies of the Task Force member agencies to determine what changes, modifications, and innovations may be necessary to advance training opportunities;

(4) in consultation with the Department of Defense and the National Institute of Standards and Technology, recommend standards for training software and associated services purchased by Federal agencies and contractors. These standards should be consistent with voluntary industry consensus-based commercial standards. Agencies, where appropriate, should use these standards in procurements to promote reusable training component software and thereby reduce duplication in the development of courseware;

(5) evaluate and, where appropriate, coordinate and collaborate on, research and demonstration activities of Task Force member agencies related to Federal training technology;

(6) identify and support cross-agency training areas that would particularly benefit from new instructional technologies and facilitate multiagency procurement and use of training materials, where appropriate;

(7) in consultation with the General Services Administration, the Office of Personnel Management, and the Office of Federal Procurement Policy of the Office of Management and Budget ("OFPP"), promote existing and new procurement vehicles that allow agencies to provide innovative training opportunities for Federal employees;

(8) recommend changes that may be needed to existing procurement laws to

employment. To the extent permitted by law, such accounts may be established with the funds allocated to the agency for employee training. Approval for training would be within the discretion of the individual employee's manager. Options and recommendations must be reported no later than ⁶~~six~~ months from the date of this order.

Sec. 3. Duties of All Federal Agencies. Federal agencies must, to the extent permitted by law:

(a) include as part of the annual budget process a set of goals to provide the highest quality and most efficient training opportunities possible to their government employees, and a set of performance measures of the quality and availability of training opportunities possible to their government employees. Such measures should be, where appropriate, based on outcomes related to performance rather than time allocation ("seat time").

(b) identify the resources necessary to achieve the aforementioned goals and performance measures articulated in the agency's annual performance plan;

(c) where practicable, agencies must use the standards recommended by the Task Force and published by the Office of Personnel Management for purchasing training software and associated services;

(d) subject to the availability of appropriations, post training courses, information, and other learning opportunities for other appropriate information dissemination vehicles as determined by the Task Force on the Department of Labor's America's Learning Exchange (ALX) to make information about Federal training courses, information, and other learning opportunities widely available to Federal employees; and

(f) to the extent permitted by law, agencies are encouraged to consider how savings achieved through the efficient use of training technology can be reinvested in improved training for their employees.

Sec. 4. Duties of Specific Federal Agencies. (a) In light of the Office of Personnel

(1) in consultation with the Task Force, the Department of Defense, the National Institute of Standards and Technology, the Department of Labor, and other appropriate agencies, publish the standards for training software and associated services recommended by the Task Force;

(2) advise agencies in the acquisition of training technology software and services; and

(3) ensure that qualification standards for civil service positions, where appropriate, reflect standard industry certification practices.

(b) The Department of Labor or other appropriate agency as determined by the Task Force must, subject to the availability of appropriations:

(1) establish a specialized database for Federal training within the framework of the Department of Labor's ALX, or other appropriate information dissemination vehicles determined by the Task Force, to make information about Federal training courses, information, and other learning opportunities widely available to Federal employees;

(2) establish and maintain a training technology website for agencies to post training needs and to foster communication among the agencies and between public and private sector organizations to identify and meet common needs; and

(3) establish a staffed help desk and technology resource center to support Federal agencies using training technology and to facilitate the development of online training courses.

(c) The Department of Defense or other appropriate agency as determined by the Task Force must:

(1) in consultation with the National Institute of Standards and Technology, lead Federal participation in business and university organizations charged with

implementation of efficient and effective distributed learning technologies.

(d) Each Cabinet agency must designate at least one subject area of training that it will use to demonstrate opportunities in technology-based training and assign an agency leader in the designated area. Leaders in these training technology experiments must work closely with other agencies with similar training interests. Each designated subject area must include a plan for measuring and evaluating the effectiveness and cost-effectiveness of the new approach, and benefits to employees and the agency;

Sec. 5. Establishment of Advisory Committee on Expanding Training Opportunities.

The Advisory Committee on Expanding Training Opportunities ("Committee") is established. The Committee must consist of not more than 20 members appointed by the President from outside the Federal Government, including representatives of the research, education, labor, and training communities, information technology sector, and representatives from other critical sectors. The President must designate co-chairs from among the members of the Committee.

Sec. 6. Functions of the Advisory Committee. The Committee must provide the President, through the Assistant to the President for Economic Policy and the Assistant to the President for Science and Technology ("Assistants to the President"), with advice and information on the use of emerging technologies in government training, the appropriate Federal role in encouraging their use and development in the private sector, and options for innovative ways to help adult Americans finance their training and post-secondary education throughout their lifetimes.

(a) The Committee will provide an independent assessment of:

(1) progress made by the Federal Government in its use and integration of technology in training programs, particularly in the use of voluntary industry consensus standards for training software and associated services;

investment in the development of high-quality instructional software and wider deployment and utilization of technology-mediated instruction so that all Americans may take advantage of the opportunities provided by learning technology; and

(4) the appropriate Federal Government role in research and development for learning technologies and their applications in order to develop high-quality training and education opportunities for all Americans.

(b) The Committee will also provide an analysis of options for helping adult Americans finance the training and post-secondary education needed to upgrade skills and gain new knowledge required to get and keep good jobs. Options for financial mechanisms, could include: learning account into which contributions could be invested tax-free by individuals, employers, and low interest loans, or other vehicles to make training and post-secondary education accessible to adults throughout their lifetimes.

(c) The Committee will address other issues regarding emerging technologies in government training and financing training and post-secondary education for adult Americans as specified by the Assistants to the President.

Sec. 7. Administration of the Advisory Committee. (a) To the extent permitted by law and subject to the availability of appropriations, the Office of Personnel Management must provide the financial and administrative support for the Committee.

(b) The heads of executive agencies must, to the extent permitted by law, provide to the Committee such information as it may require for the purpose of carrying out its functions.

(c) The Committee Chair may, from time to time, invite experts to submit information to the Committee and may form subcommittees or working groups within the Committee to review specific issues.

(d) Members of the Committee must serve without compensation but will be allowed travel expenses, including per diem instead of subsistence, as authorized by law for persons

accordance with guidelines that have been issued by the Administrator of General Services.

(f) The Committee must terminate ²~~two~~ years from the date of this order unless extended by the President prior to such date.

Sec. 8. Definitions. (a) As used in this order, the terms "agency," "employee," "Government," and "training" have the meaning given to those terms, respectively, by section 4101 of title 5, United States Code. "Training" in that section includes, among other things, "instructions or education."

(b) Technology - (1) The term "technology," with respect to an executive agency means any equipment or interconnected system or subsystem of equipment, that is used in the automatic acquisition, storage, manipulation, management, movement, control, display, switching, interchange, transmission, or reception of data or information by the executive agency. For purposes of the preceding sentence, equipment is used by an executive agency if the equipment is used by the executive agency directly or is used by a contractor under a contract with the executive agency which (i) requires the use of such equipment, or (ii) requires the use, to a significant extent, of such equipment in the performance of a service or the furnishing of a product.

(2) The term "technology" includes computers, ancillary equipment, software, firmware and similar procedures, services (including support services), and related resources.

(3) Notwithstanding subparagraphs (1) and (2) of subsection 8(b) of this order, the term "technology" does not include any equipment that is acquired by a Federal contractor incidental to a Federal contract.

Sec. 9. Judicial Review. This order does not create any enforceable rights against the United States, its agencies, its officers, or any person.

Withdrawal/Redaction Sheet

Clinton Library

DOCUMENT NO. AND TYPE	SUBJECT/TITLE	DATE	RESTRICTION
001. email	Subject: draft eo Creator: Jonathan H. Schnur Draft of EO 13111. (6 pages)	01/08/1999	P5

COLLECTION:

Clinton Presidential Records
Automated Records Management System
WHO 1998/12 - 1999/06 ([...Task Force on Federal Training Tech.])
OA/Box Number: 650000

FOLDER TITLE:

[01/08/1999 - 01/12/1999]

Adam Bergfeld
2006-0175-F
ab121

RESTRICTION CODES

Presidential Records Act - [44 U.S.C. 2204(a)]

- P1 National Security Classified Information [(a)(1) of the PRA]
- P2 Relating to the appointment to Federal office [(a)(2) of the PRA]
- P3 Release would violate a Federal statute [(a)(3) of the PRA]
- P4 Release would disclose trade secrets or confidential commercial or financial information [(a)(4) of the PRA]
- P5 Release would disclose confidential advise between the President and his advisors, or between such advisors [(a)(5) of the PRA]
- P6 Release would constitute a clearly unwarranted invasion of personal privacy [(a)(6) of the PRA]

C. Closed in accordance with restrictions contained in donor's deed of gift.

PRM. Personal record misfile defined in accordance with 44 U.S.C. 2201(3).

RR. Document will be reviewed upon request.

Freedom of Information Act - [5 U.S.C. 552(b)]

- b(1) National security classified information [(b)(1) of the FOIA]
- b(2) Release would disclose internal personnel rules and practices of an agency [(b)(2) of the FOIA]
- b(3) Release would violate a Federal statute [(b)(3) of the FOIA]
- b(4) Release would disclose trade secrets or confidential or financial information [(b)(4) of the FOIA]
- b(6) Release would constitute a clearly unwarranted invasion of personal privacy [(b)(6) of the FOIA]
- b(7) Release would disclose information compiled for law enforcement purposes [(b)(7) of the FOIA]
- b(8) Release would disclose information concerning the regulation of financial institutions [(b)(8) of the FOIA]
- b(9) Release would disclose geological or geophysical information concerning wells [(b)(9) of the FOIA]

RECORD TYPE: PRESIDENTIAL (NOTES MAIL)

CREATOR: Jonathan H. Schnur (CN=Jonathan H. Schnur/OU=OPD/O=EOP [OPD.])

CREATION DATE/TIME: 8-JAN-1999 11:02:24.00

SUBJECT: draft eo

TO: Amy Comstock (CN=Amy Comstock/OU=WHO/O=EOP @ EOP [WHO])

READ:UNKNOWN

TEXT:

----- Forwarded by Jonathan H. Schnur/OPD/EOP on 01/08/99
11:02 AM -----

Martha A. Livingston

01/06/99 11:53:40 AM

Record Type: Record

To: Jonathan H. Schnur/OPD/EOP @ EOP, Cecilia E. Rouse/OPD/EOP @ EOP,
Thomas A. Kalil/OPD/EOP @ EOP

CC:

Subject: draft eo

DRAFT 12/22/1998

EXECUTIVE ORDER

PROVIDING 21st CENTURY SKILLS TO GOVERNMENT EMPLOYEES TO MEET WORKPLACE
CHALLENGES OF THE 21ST CENTURY

Advances in technology are changing the workplace at an ever increasing rate. These advances can make Federal employees more productive, and provide improved service to our customers. We need to ensure that we continue to train our employees to take full advantage of these technological advances. A coordinated Federal effort is needed to provide training to employees any time and anywhere they need it and to explore how Federal training programs, initiatives, and policies can better support lifelong learning through the use of learning technology.

To help us meet these goals, I am creating a task force on Federal training technology, creating an Advisory Committee on the use of learning technology for lifelong learning, and I am directing Federal agencies to take certain steps to enhance employee training opportunities.

Accordingly, by the authority vested in me as President by the Constitution and the laws of the United States of America, and in furtherance of the purposes of the Chapter 41 of title 5, United States Code, the Government Employee Training Act of 1958 (Public Law 85-5507) and Executive Order 11348, ☐ Providing for the Further Training of Government Employees☐8, and other pertinent statutes, it is hereby ordered:

Section 1. Establishment of the President's Task Force on Federal Training Technology.

(a) The APresident's Task Force on Federal Training Technology@ (Task Force@) of Federal agency representatives is hereby established to provide leadership regarding the effective use of learning technologies in training and education, to make training opportunities an available and integral part of continuing employment in the Federal Government, to ensure ongoing coordination of Federal activities concerning the use of learning technologies, and to ensure the full implementation of the requirement of this order. The Task Force will consist of a representative of the Departments of Labor, Agriculture, Energy, Education, Defense, Justice, State, Veteran Affairs, Interior, Health and Human Services, Housing and Urban Development, Treasury, Commerce, Transportation, and the Office of Personal Management, General Services Administration, Environmental Protection Agency, National Aeronautics and Space Administration, Small Business Administration, Social Security Administration, a representative from the Small Agency Council, and other relevant agencies and related Federal councils, as determined by the co-chairs of the Task Force.

(b) Within 30 days of the date of this order, the head of each named agency or council shall name a senior official who is responsible for management or program administration to serve as a representative to the Task Force. The representative shall report directly to the agency head or the President's Management Council member on the agency's activities under this order.

(c) The Office of Personnel Management shall Chair and the Department of Labor shall co-chair the Task Force.

(d) The co-chairs will appoint an Executive Director.

(e) The Task Force members will provide any required staffing and funding, as appropriate.

Section 2. Duties of the Task Force.

(a) Within eighteen months of the date of this order, the Task Force shall develop and recommend to the President, through the Assistant to the President for Economic Policy and the Assistant to the President for Science and Technology, a coordinated Federal training policy. The policy will be designed to promote, integrate, implement, and institutionalize the effective use of learning technologies to create affordable and convenient learning opportunities that will improve Federal employee performance. The Task Force shall seek the views of experts from industry, academia, and State and local government as the Task Force proceeds, as appropriate. Specifically, the Task Force shall:

(1) develop strategies to ensure that training anytime and anywhere opportunities will be available to all Government employees;

(2) form partnerships among key Federal agencies, State/local governments, businesses, universities, and other appropriate entities to promote the development and use of high-quality training opportunities;

(3) analyze the use of technology in existing training programs and policies of the Task Force member agencies to determine what changes,

modifications, and innovations may be necessary to advance training opportunities;

(4) in consultation with the Department of Defense, recommend standards for training software and associated services purchased by federal agencies and contractors. These standards should be consistent with voluntary industry consensus-based commercial standards for agencies to use in procurements to enable the creation of reusable training component software and thereby reduce redundancy in the development of courseware;

(5) evaluate and, where appropriate, coordinate and collaborate on, research and demonstration activities of Task Force member agencies related to Federal training technology;

(6) identify and support promising cross-agency training areas that would particularly benefit from new instructional technologies and facilitate multi-agency procurement and use of training materials, where appropriate;

(7) in consultation with the General Services Administration, the Office of Personnel Management, and the Office of Federal Procurement Policy of the Office of Management and Budget, promote existing and new procurement vehicles that provide agencies the necessary flexibility to provide innovative training opportunities for Federal employees.

(8) recommend changes to existing procurement laws that might be needed to further the objectives of this Executive Order and forward the recommendations to the Administrator of the Office of Federal Procurement Policy of the Office of Management and Budget; and,

(b) develop options and recommendations for establishing Federal Individual Learning Accounts for each Federal worker for training relevant to their Federal employment. Such accounts would be established with the funds allocated to the agency for employee training. Approval for training will be given by the individual employee's manager. Options and recommendations shall be reported no later than six months from the date of this order.

Section 3. Duties of All Federal Agencies. Federal agencies shall, to the extent permitted by law:

(a) shall include as part of their Government Performance and Results Act strategic plans:

(1) a comprehensive assessment of training needs;

(2) management strategies to meet these training needs taking full account of opportunities offered by new information technologies;

(3) a budget plan for meeting training obligations that includes estimates of capital purchases, software developments, and purchased services;

(4) savings and cost avoidance resulting from the use of learning technology and how those funds will be reinvested to increase learning opportunities available to employees; and,

(5) changes necessary to ensure that, where appropriate, training requirements are based on outcomes related to performance rather than time allocation (Aseat time@).

(b) where practicable, agencies shall use the standards recommended by the

Task Force and published by the Office of Personnel Management for purchasing training software and associated services;

(c) each Cabinet agency shall designate at least one subject area of training that it will use to demonstrate opportunities in technology-based training and assign an agency leader in the designated area. Leaders in these training technology experiments shall work closely with other agencies with similar training interests. Each designated subject area shall include a plan for measuring and evaluating the effectiveness and cost-effectiveness of the new approach, and benefits to employees and the agency; and

(d) agencies shall post training courses, information, and other learning opportunities on the Department of Labor=s America=s Learning eXchange (ALX) to make information about Federal training courses, information, and other learning opportunities widely available to Federal employees.

Section 4. Special Duties of Specific Federal Agencies.

(a) In light of the Office of Personnel Management's responsibility for developing Government-wide training policy, coordinating and managing training policy programs, and providing technical assistance to Federal agencies, the Office of Personnel Management shall:

(1) in consultation with the Task Force, the Department of Defense, the Department of Labor, and other relevant civilian agencies, publish the standards for training software and associated services recommended by the Task Force;

(2) provide contractual mechanisms to assist agencies in the acquisition of learning technology software and services for training; and,

(3) ensure that qualification standards for civil service positions related to learning reflect industry certification requirements.

(b) The Department of Labor shall:

(1) establish a specialized database for Federal training within the framework of the Department of Labor=s America=s Learning eXchange (ALX) to make information about Federal training courses, information, and other learning opportunities widely available to Federal employees;

(2) establish and maintain a learning technology website for agencies to post training and learning needs, foster communication among the agencies and between public and private sector organizations to identify and meet common needs; and,

(3) establish a staffed help desk and technology resource center to support Federal agencies using training technology and to facilitate the development of online training courses.

(c) The Department of Defense shall:

(1) lead Federal participation in business and university organizations charged with developing consensus standards for training software and associated services and lead the Federal review of the standards;

(2) provide guidance to Defense agencies and advise the civilian agencies, as appropriate, on how best to use these standards for large-scale

development and implementation of efficient and effective distributed learning technologies.

Section 5. Establishment of Advisory Committee on Learning Technology.

There is established the AAdvisory Committee on Training Technology@ (A Committee@). The Committee shall consist of not more than 15 non-Federal members appointed by the President, including representatives of the research, education, and training communities, information technology sector, and representatives from other critical industries. The President shall designate a chair from among the members of the Committee.

Section 6. Functions of the Advisory Committee.

The Committee shall provide the President, through the Assistant to the President for Economic Policy and the Assistant to the President for Science and Technology (AAssistants to the President@), with advice and information on the use of emerging technologies in government training and the Federal role in encouraging their use and development in the private sector. They shall provide an independent assessment of:

- (a) how Federal programs, initiatives, and policies can better support the use of technologies for lifelong learning;
- (b) how Federal programs, initiatives, and policies can encourage or accelerate training technology to provide more accessible, more timely, and more cost-effective training opportunities for all Americans;
- (c) progress made by the government in its use and integration of technology in training programs, particularly in the use of voluntary industry consensus standards for training software and associated services;
- (d) mechanisms for the Federal Government to encourage private sector investment in the development of high-quality instructional software and wider deployment and utilization of technology-mediated instruction so that all Americans may take advantage of the opportunities provided by learning technology;
- (e) the appropriate Federal role in research and development for learning technologies and their applications in order to develop high-quality training and education opportunities for all Americans; and,
- (f) other issues as specified by the Assistants to the President.

Section 7. Administration of the Advisory Committee.

- (a) To the extent permitted by law and subject to the availability of appropriations, the Office of Personnel Management shall provide the financial and administrative support for the Committee.
- (b) The heads of executive agencies shall, to the extent permitted by law, provide to the Committee such information as it may require for the purpose of carrying out its functions.
- (c) The Committee Chair may, from time to time, invite experts to submit information to the Committee and may form subcommittees or working groups with the Committee to review specific issues.
- (d) Members of the Committee shall serve without compensation but shall be allowed travel expenses, including per diem instead of subsistence, as

authorized by law for persons serving intermittently in the Government service (5 U.S.C. 5701-5707).

Section 8. General.

(a) Member agencies of the President's Task Force on Federal Training Technology shall, to the extent permitted by law, provide staff and administrative support to the Advisory Committee as needed by Office of Personnel Management.

(b) Notwithstanding any other Executive order, the functions of the President under the Federal Advisory Committee Act, as amended, that are applicable to the Committee, except that of reporting to the Congress, shall be performed by the Office of Personnel Management in accordance with guidelines that have been issued by the Administrator of General Services.

(c) The Committee shall terminate two years from the date of this order unless extended by the President prior to such date.

Section 9. Definitions.

As used in this order, the terms "agency," "employee," "Government," and "training" have the meaning given to those terms, respectively, by section 4101 of title 5, United States Code.

Section 10. Judicial Review.

This order is intended only to improve the internal management of the Executive Branch and does not create any right, benefit, or trust responsibility, substantive or procedural, enforceable at law or equity by a party against the United States, its agencies, its officers, or any person.

William J. Clinton
The White House
January 12, 1999

Withdrawal/Redaction Sheet

Clinton Library

DOCUMENT NO. AND TYPE	SUBJECT/TITLE	DATE	RESTRICTION
001. email	Subject: draft eo Creator: Martha Livingston Draft of Executive Order 13111. (6 pages)	01/06/1999	P5
002. email	Subject: draft eo Creator: Jonathon H. Schnur Draft of Executive Order 13111. (6 pages)	01/08/1999	P5

COLLECTION:

Clinton Presidential Records
Automated Records Management System
OPD 1999/01 - 1999/10 ([...Task Force on Federal Training Tech.])
OA/Box Number: 300000

FOLDER TITLE:

[01/06/1999 - 05/11/1999]

Adam Bergfeld

2006-0175-F

ab120

RESTRICTION CODES

Presidential Records Act - [44 U.S.C. 2204(a)]

Freedom of Information Act - [5 U.S.C. 552(b)]

- P1 National Security Classified Information [(a)(1) of the PRA]
- P2 Relating to the appointment to Federal office [(a)(2) of the PRA]
- P3 Release would violate a Federal statute [(a)(3) of the PRA]
- P4 Release would disclose trade secrets or confidential commercial or financial information [(a)(4) of the PRA]
- P5 Release would disclose confidential advice between the President and his advisors, or between such advisors [(a)(5) of the PRA]
- P6 Release would constitute a clearly unwarranted invasion of personal privacy [(a)(6) of the PRA]

C. Closed in accordance with restrictions contained in donor's deed of gift.

PRM. Personal record misfile defined in accordance with 44 U.S.C. 2201(3).

RR. Document will be reviewed upon request.

- b(1) National security classified information [(b)(1) of the FOIA]
- b(2) Release would disclose internal personnel rules and practices of an agency [(b)(2) of the FOIA]
- b(3) Release would violate a Federal statute [(b)(3) of the FOIA]
- b(4) Release would disclose trade secrets or confidential or financial information [(b)(4) of the FOIA]
- b(6) Release would constitute a clearly unwarranted invasion of personal privacy [(b)(6) of the FOIA]
- b(7) Release would disclose information compiled for law enforcement purposes [(b)(7) of the FOIA]
- b(8) Release would disclose information concerning the regulation of financial institutions [(b)(8) of the FOIA]
- b(9) Release would disclose geological or geophysical information concerning wells [(b)(9) of the FOIA]

RECORD TYPE: PRESIDENTIAL (NOTES MAIL)

CREATOR: Martha A. Livingston (CN=Martha A. Livingston/OU=OSTP/O=EOP [OSTP])

CREATION DATE/TIME: 6-JAN-1999 11:53:42.00

SUBJECT: draft eo

TO: Cecilia E. Rouse (CN=Cecilia E. Rouse/OU=OPD/O=EOP @ EOP [OPD])

READ:UNKNOWN

TO: Thomas A. Kalil (CN=Thomas A. Kalil/OU=OPD/O=EOP @ EOP [OPD])

READ:UNKNOWN

TO: Jonathan H. Schnur (CN=Jonathan H. Schnur/OU=OPD/O=EOP @ EOP [OPD])

READ:UNKNOWN

TEXT:

DRAFT 12/22/1998

EXECUTIVE ORDER

PROVIDING 21st CENTURY SKILLS TO GOVERNMENT EMPLOYEES TO MEET WORKPLACE CHALLENGES OF THE 21ST CENTURY

Advances in technology are changing the workplace at an ever increasing rate. These advances can make Federal employees more productive, and provide improved service to our customers. We need to ensure that we continue to train our employees to take full advantage of these technological advances. A coordinated Federal effort is needed to provide training to employees any time and anywhere they need it and to explore how Federal training programs, initiatives, and policies can better support lifelong learning through the use of learning technology.

To help us meet these goals, I am creating a task force on Federal training technology, creating an Advisory Committee on the use of learning technology for lifelong learning, and I am directing Federal agencies to take certain steps to enhance employee training opportunities.

Accordingly, by the authority vested in me as President by the Constitution and the laws of the United States of America, and in furtherance of the purposes of the Chapter 41 of title 5, United States Code, the Government Employee Training Act of 1958 (Public Law 85-5507) and Executive Order 11348, ☐ Providing for the Further Training of Government Employees¹⁸, and other pertinent statutes, it is hereby ordered:

Section 1. Establishment of the President=s Task Force on Federal Training Technology.

(a) The APresident=s Task Force on Federal Training Technology@ (☐ Task Force@) of Federal agency representatives is hereby established to provide leadership regarding the effective use of learning technologies in training and education, to make training opportunities an available and integral part of continuing employment in the Federal Government, to ensure ongoing coordination of Federal activities concerning the use of learning technologies, and to ensure the full implementation of the requirement of this order. The Task Force will consist of a representative of the Departments of Labor, Agriculture, Energy, Education, Defense, Justice, State, Veteran Affairs, Interior, Health and

Human Services, Housing and Urban Development, Treasury, Commerce, Transportation, and the Office of Personal Management, General Services Administration, Environmental Protection Agency, National Aeronautics and Space Administration, Small Business Administration, Social Security Administration, a representative from the Small Agency Council, and other relevant agencies and related Federal councils, as determined by the co-chairs of the Task Force.

(b) Within 30 days of the date of this order, the head of each named agency or council shall name a senior official who is responsible for management or program administration to serve as a representative to the Task Force. The representative shall report directly to the agency head or the President's Management Council member on the agency's activities under this order.

(c) The Office of Personnel Management shall Chair and the Department of Labor shall co-chair the Task Force.

(d) The co-chairs will appoint an Executive Director.

(e) The Task Force members will provide any required staffing and funding, as appropriate.

Section 2. Duties of the Task Force.

(a) Within eighteen months of the date of this order, the Task Force shall develop and recommend to the President, through the Assistant to the President for Economic Policy and the Assistant to the President for Science and Technology, a coordinated Federal training policy. The policy will be designed to promote, integrate, implement, and institutionalize the effective use of learning technologies to create affordable and convenient learning opportunities that will improve Federal employee performance. The Task Force shall seek the views of experts from industry, academia, and State and local government as the Task Force proceeds, as appropriate. Specifically, the Task Force shall:

(1) develop strategies to ensure that training anytime and anywhere opportunities will be available to all Government employees;

(2) form partnerships among key Federal agencies, State/local governments, businesses, universities, and other appropriate entities to promote the development and use of high-quality training opportunities;

(3) analyze the use of technology in existing training programs and policies of the Task Force member agencies to determine what changes, modifications, and innovations may be necessary to advance training opportunities;

(4) in consultation with the Department of Defense, recommend standards for training software and associated services purchased by federal agencies and contractors. These standards should be consistent with voluntary industry consensus-based commercial standards for agencies to use in procurements to enable the creation of reusable training component software and thereby reduce redundancy in the development of courseware;

(5) evaluate and, where appropriate, coordinate and collaborate on, research and demonstration activities of Task Force member agencies related to Federal training technology;

(6) identify and support promising cross-agency training areas that would particularly benefit from new instructional technologies and facilitate multi-agency procurement and use of training materials, where appropriate;

(7) in consultation with the General Services Administration, the Office of Personnel Management, and the Office of Federal Procurement Policy of the Office of Management and Budget, promote existing and new procurement vehicles that provide agencies the necessary flexibility to provide innovative training opportunities for Federal employees.

(8) recommend changes to existing procurement laws that might be needed to further the objectives of this Executive Order and forward the recommendations to the Administrator of the Office of Federal Procurement Policy of the Office of Management and Budget; and,

(b) develop options and recommendations for establishing Federal Individual Learning Accounts for each Federal worker for training relevant to their Federal employment. Such accounts would be established with the funds allocated to the agency for employee training. Approval for training will be given by the individual employee's manager. Options and recommendations shall be reported no later than six months from the date of this order.

Section 3. Duties of All Federal Agencies. Federal agencies shall, to the extent permitted by law:

(a) shall include as part of their Government Performance and Results Act strategic plans:

(1) a comprehensive assessment of training needs;

(2) management strategies to meet these training needs taking full account of opportunities offered by new information technologies;

(3) a budget plan for meeting training obligations that includes estimates of capital purchases, software developments, and purchased services;

(4) savings and cost avoidance resulting from the use of learning technology and how those funds will be reinvested to increase learning opportunities available to employees; and,

(5) changes necessary to ensure that, where appropriate, training requirements are based on outcomes related to performance rather than time allocation (Aseat time@).

(b) where practicable, agencies shall use the standards recommended by the Task Force and published by the Office of Personnel Management for purchasing training software and associated services;

(c) each Cabinet agency shall designate at least one subject area of training that it will use to demonstrate opportunities in technology-based training and assign an agency leader in the designated area. Leaders in these training technology experiments shall work closely with other agencies with similar training interests. Each designated subject area shall include a plan for measuring and evaluating the effectiveness and cost-effectiveness of the new approach, and benefits to employees and the agency; and

(d) agencies shall post training courses, information, and other learning opportunities on the Department of Labor=s America=s Learning eXchange

(ALX) to make information about Federal training courses, information, and other learning opportunities widely available to Federal employees.

Section 4. Special Duties of Specific Federal Agencies.

(a) In light of the Office of Personnel Management's responsibility for developing Government-wide training policy, coordinating and managing training policy programs, and providing technical assistance to Federal agencies, the Office of Personnel Management shall:

- (1) in consultation with the Task Force, the Department of Defense, the Department of Labor, and other relevant civilian agencies, publish the standards for training software and associated services recommended by the Task Force;
- (2) provide contractual mechanisms to assist agencies in the acquisition of learning technology software and services for training; and,
- (3) ensure that qualification standards for civil service positions related to learning reflect industry certification requirements.

(b) The Department of Labor shall:

- (1) establish a specialized database for Federal training within the framework of the Department of Labor's America's Learning eXchange (ALX) to make information about Federal training courses, information, and other learning opportunities widely available to Federal employees;
- (2) establish and maintain a learning technology website for agencies to post training and learning needs, foster communication among the agencies and between public and private sector organizations to identify and meet common needs; and,
- (3) establish a staffed help desk and technology resource center to support Federal agencies using training technology and to facilitate the development of online training courses.

(c) The Department of Defense shall:

- (1) lead Federal participation in business and university organizations charged with developing consensus standards for training software and associated services and lead the Federal review of the standards;
- (2) provide guidance to Defense agencies and advise the civilian agencies, as appropriate, on how best to use these standards for large-scale development and implementation of efficient and effective distributed learning technologies.

Section 5. Establishment of Advisory Committee on Learning Technology.

There is established the AAdivisory Committee on Training Technology@ (A Committee@). The Committee shall consist of not more than 15 non-Federal members appointed by the President, including representatives of the research, education, and training communities, information technology sector, and representatives from other critical industries. The President shall designate a chair from among the members of the Committee.

Section 6. Functions of the Advisory Committee.

The Committee shall provide the President, through the Assistant to the President for Economic Policy and the Assistant to the President for Science and Technology (AAssistants to the President@), with advice and information on the use of emerging technologies in government training and the Federal role in encouraging their use and development in the private sector. They shall provide an independent assessment of:

- (a) how Federal programs, initiatives, and policies can better support the use of technologies for lifelong learning;
- (b) how Federal programs, initiatives, and policies can encourage or accelerate training technology to provide more accessible, more timely, and more cost-effective training opportunities for all Americans;
- (c) progress made by the government in its use and integration of technology in training programs, particularly in the use of voluntary industry consensus standards for training software and associated services;
- (d) mechanisms for the Federal Government to encourage private sector investment in the development of high-quality instructional software and wider deployment and utilization of technology-mediated instruction so that all Americans may take advantage of the opportunities provided by learning technology;
- (e) the appropriate Federal role in research and development for learning technologies and their applications in order to develop high-quality training and education opportunities for all Americans; and,
- (f) other issues as specified by the Assistants to the President.

Section 7. Administration of the Advisory Committee.

- (a) To the extent permitted by law and subject to the availability of appropriations, the Office of Personnel Management shall provide the financial and administrative support for the Committee.
- (b) The heads of executive agencies shall, to the extent permitted by law, provide to the Committee such information as it may require for the purpose of carrying out its functions.
- (c) The Committee Chair may, from time to time, invite experts to submit information to the Committee and may form subcommittees or working groups with the Committee to review specific issues.
- (d) Members of the Committee shall serve without compensation but shall be allowed travel expenses, including per diem instead of subsistence, as authorized by law for persons serving intermittently in the Government service (5 U.S.C. 5701-5707).

Section 8. General.

- (a) Member agencies of the President's Task Force on Federal Training Technology shall, to the extent permitted by law, provide staff and administrative support to the Advisory Committee as needed by Office of Personnel Management.
- (b) Notwithstanding any other Executive order, the functions of the President under the Federal Advisory Committee Act, as amended, that are applicable to the Committee, except that of reporting to the Congress, shall be performed by the Office of Personnel Management in accordance

with guidelines that have been issued by the Administrator of General Services.

(c) The Committee shall terminate two years from the date of this order unless extended by the President prior to such date.

Section 9. Definitions.

As used in this order, the terms "agency," "employee," "Government," and "training" have the meaning given to those terms, respectively, by section 4101 of title 5, United States Code.

Section 10. Judicial Review.

This order is intended only to improve the internal management of the Executive Branch and does not create any right, benefit, or trust responsibility, substantive or procedural, enforceable at law or equity by a party against the United States, its agencies, its officers, or any person.

William J. Clinton
The White House
January 12, 1999

RECORD TYPE: PRESIDENTIAL (NOTES MAIL)

CREATOR: Jonathan H. Schnur (CN=Jonathan H. Schnur/OU=OPD/O=EOP [OPD])

CREATION DATE/TIME: 8-JAN-1999 11:02:24.00

SUBJECT: draft eo

TO: Amy Comstock (CN=Amy Comstock/OU=WHO/O=EOP @ EOP [WHO])

READ:UNKNOWN

TEXT:

----- Forwarded by Jonathan H. Schnur/OPD/EOP on 01/08/99
11:02 AM -----

Martha A. Livingston

01/06/99 11:53:40 AM

Record Type: Record

To: Jonathan H. Schnur/OPD/EOP @ EOP, Cecilia E. Rouse/OPD/EOP @ EOP,
Thomas A. Kalil/OPD/EOP @ EOP

cc:

Subject: draft eo

DRAFT 12/22/1998

EXECUTIVE ORDER

PROVIDING 21st CENTURY SKILLS TO GOVERNMENT EMPLOYEES TO MEET WORKPLACE
CHALLENGES OF THE 21ST CENTURY

Advances in technology are changing the workplace at an ever increasing rate. These advances can make Federal employees more productive, and provide improved service to our customers. We need to ensure that we continue to train our employees to take full advantage of these technological advances. A coordinated Federal effort is needed to provide training to employees any time and anywhere they need it and to explore how Federal training programs, initiatives, and policies can better support lifelong learning through the use of learning technology.

To help us meet these goals, I am creating a task force on Federal training technology, creating an Advisory Committee on the use of learning technology for lifelong learning, and I am directing Federal agencies to take certain steps to enhance employee training opportunities.

Accordingly, by the authority vested in me as President by the Constitution and the laws of the United States of America, and in furtherance of the purposes of the Chapter 41 of title 5, United States Code, the Government Employee Training Act of 1958 (Public Law 85-5507) and Executive Order 11348, ☐ Providing for the Further Training of Government Employees ☐ 8, and other pertinent statutes, it is hereby ordered:

Section 1. Establishment of the President's Task Force on Federal Training Technology.

(a) The APresident's Task Force on Federal Training Technology@ (Task Force@) of Federal agency representatives is hereby established to provide leadership regarding the effective use of learning technologies in training and education, to make training opportunities an available and integral part of continuing employment in the Federal Government, to ensure ongoing coordination of Federal activities concerning the use of learning technologies, and to ensure the full implementation of the requirement of this order. The Task Force will consist of a representative of the Departments of Labor, Agriculture, Energy, Education, Defense, Justice, State, Veteran Affairs, Interior, Health and Human Services, Housing and Urban Development, Treasury, Commerce, Transportation, and the Office of Personal Management, General Services Administration, Environmental Protection Agency, National Aeronautics and Space Administration, Small Business Administration, Social Security Administration, a representative from the Small Agency Council, and other relevant agencies and related Federal councils, as determined by the co-chairs of the Task Force.

(b) Within 30 days of the date of this order, the head of each named agency or council shall name a senior official who is responsible for management or program administration to serve as a representative to the Task Force. The representative shall report directly to the agency head or the President's Management Council member on the agency's activities under this order.

(c) The Office of Personnel Management shall Chair and the Department of Labor shall co-chair the Task Force.

(d) The co-chairs will appoint an Executive Director.

(e) The Task Force members will provide any required staffing and funding, as appropriate.

Section 2. Duties of the Task Force.

(a) Within eighteen months of the date of this order, the Task Force shall develop and recommend to the President, through the Assistant to the President for Economic Policy and the Assistant to the President for Science and Technology, a coordinated Federal training policy. The policy will be designed to promote, integrate, implement, and institutionalize the effective use of learning technologies to create affordable and convenient learning opportunities that will improve Federal employee performance. The Task Force shall seek the views of experts from industry, academia, and State and local government as the Task Force proceeds, as appropriate. Specifically, the Task Force shall:

(1) develop strategies to ensure that training anytime and anywhere opportunities will be available to all Government employees;

(2) form partnerships among key Federal agencies, State/local governments, businesses, universities, and other appropriate entities to promote the development and use of high-quality training opportunities;

(3) analyze the use of technology in existing training programs and policies of the Task Force member agencies to determine what changes,

modifications, and innovations may be necessary to advance training opportunities;

(4) in consultation with the Department of Defense, recommend standards for training software and associated services purchased by federal agencies and contractors. These standards should be consistent with voluntary industry consensus-based commercial standards for agencies to use in procurements to enable the creation of reusable training component software and thereby reduce redundancy in the development of courseware;

(5) evaluate and, where appropriate, coordinate and collaborate on, research and demonstration activities of Task Force member agencies related to Federal training technology;

(6) identify and support promising cross-agency training areas that would particularly benefit from new instructional technologies and facilitate multi-agency procurement and use of training materials, where appropriate;

(7) in consultation with the General Services Administration, the Office of Personnel Management, and the Office of Federal Procurement Policy of the Office of Management and Budget, promote existing and new procurement vehicles that provide agencies the necessary flexibility to provide innovative training opportunities for Federal employees.

(8) recommend changes to existing procurement laws that might be needed to further the objectives of this Executive Order and forward the recommendations to the Administrator of the Office of Federal Procurement Policy of the Office of Management and Budget; and,

(b) develop options and recommendations for establishing Federal Individual Learning Accounts for each Federal worker for training relevant to their Federal employment. Such accounts would be established with the funds allocated to the agency for employee training. Approval for training will be given by the individual employee's manager. Options and recommendations shall be reported no later than six months from the date of this order.

Section 3. Duties of All Federal Agencies. Federal agencies shall, to the extent permitted by law:

(a) shall include as part of their Government Performance and Results Act strategic plans:

(1) a comprehensive assessment of training needs;

(2) management strategies to meet these training needs taking full account of opportunities offered by new information technologies;

(3) a budget plan for meeting training obligations that includes estimates of capital purchases, software developments, and purchased services;

(4) savings and cost avoidance resulting from the use of learning technology and how those funds will be reinvested to increase learning opportunities available to employees; and,

(5) changes necessary to ensure that, where appropriate, training requirements are based on outcomes related to performance rather than time allocation (Aseat time@).

(b) where practicable, agencies shall use the standards recommended by the

Task Force and published by the Office of Personnel Management for purchasing training software and associated services;

(c) each Cabinet agency shall designate at least one subject area of training that it will use to demonstrate opportunities in technology-based training and assign an agency leader in the designated area. Leaders in these training technology experiments shall work closely with other agencies with similar training interests. Each designated subject area shall include a plan for measuring and evaluating the effectiveness and cost-effectiveness of the new approach, and benefits to employees and the agency; and

(d) agencies shall post training courses, information, and other learning opportunities on the Department of Labor=s America=s Learning eXchange (ALX) to make information about Federal training courses, information, and other learning opportunities widely available to Federal employees.

Section 4. Special Duties of Specific Federal Agencies.

(a) In light of the Office of Personnel Management's responsibility for developing Government-wide training policy, coordinating and managing training policy programs, and providing technical assistance to Federal agencies, the Office of Personnel Management shall:

(1) in consultation with the Task Force, the Department of Defense, the Department of Labor, and other relevant civilian agencies, publish the standards for training software and associated services recommended by the Task Force;

(2) provide contractual mechanisms to assist agencies in the acquisition of learning technology software and services for training; and,

(3) ensure that qualification standards for civil service positions related to learning reflect industry certification requirements.

(b) The Department of Labor shall:

(1) establish a specialized database for Federal training within the framework of the Department of Labor=s America=s Learning eXchange (ALX) to make information about Federal training courses, information, and other learning opportunities widely available to Federal employees;

(2) establish and maintain a learning technology website for agencies to post training and learning needs, foster communication among the agencies and between public and private sector organizations to identify and meet common needs; and,

(3) establish a staffed help desk and technology resource center to support Federal agencies using training technology and to facilitate the development of online training courses.

(c) The Department of Defense shall:

(1) lead Federal participation in business and university organizations charged with developing consensus standards for training software and associated services and lead the Federal review of the standards;

(2) provide guidance to Defense agencies and advise the civilian agencies, as appropriate, on how best to use these standards for large-scale

development and implementation of efficient and effective distributed learning technologies.

Section 5. Establishment of Advisory Committee on Learning Technology.

There is established the AAdvisory Committee on Training Technology@ (A Committee@). The Committee shall consist of not more than 15 non-Federal members appointed by the President, including representatives of the research, education, and training communities, information technology sector, and representatives from other critical industries. The President shall designate a chair from among the members of the Committee.

Section 6. Functions of the Advisory Committee.

The Committee shall provide the President, through the Assistant to the President for Economic Policy and the Assistant to the President for Science and Technology (AAssistants to the President@), with advice and information on the use of emerging technologies in government training and the Federal role in encouraging their use and development in the private sector. They shall provide an independent assessment of:

- (a) how Federal programs, initiatives, and policies can better support the use of technologies for lifelong learning;
- (b) how Federal programs, initiatives, and policies can encourage or accelerate training technology to provide more accessible, more timely, and more cost-effective training opportunities for all Americans;
- (c) progress made by the government in its use and integration of technology in training programs, particularly in the use of voluntary industry consensus standards for training software and associated services;
- (d) mechanisms for the Federal Government to encourage private sector investment in the development of high-quality instructional software and wider deployment and utilization of technology-mediated instruction so that all Americans may take advantage of the opportunities provided by learning technology;
- (e) the appropriate Federal role in research and development for learning technologies and their applications in order to develop high-quality training and education opportunities for all Americans; and,
- (f) other issues as specified by the Assistants to the President.

Section 7. Administration of the Advisory Committee.

- (a) To the extent permitted by law and subject to the availability of appropriations, the Office of Personnel Management shall provide the financial and administrative support for the Committee.
- (b) The heads of executive agencies shall, to the extent permitted by law, provide to the Committee such information as it may require for the purpose of carrying out its functions.
- (c) The Committee Chair may, from time to time, invite experts to submit information to the Committee and may form subcommittees or working groups with the Committee to review specific issues.
- (d) Members of the Committee shall serve without compensation but shall be allowed travel expenses, including per diem instead of subsistence, as

authorized by law for persons serving intermittently in the Government service (5 U.S.C. 5701-5707).

Section 8. General.

(a) Member agencies of the President's Task Force on Federal Training Technology shall, to the extent permitted by law, provide staff and administrative support to the Advisory Committee as needed by Office of Personnel Management.

(b) Notwithstanding any other Executive order, the functions of the President under the Federal Advisory Committee Act, as amended, that are applicable to the Committee, except that of reporting to the Congress, shall be performed by the Office of Personnel Management in accordance with guidelines that have been issued by the Administrator of General Services.

(c) The Committee shall terminate two years from the date of this order unless extended by the President prior to such date.

Section 9. Definitions.

As used in this order, the terms "agency," "employee," "Government," and "training" have the meaning given to those terms, respectively, by section 4101 of title 5, United States Code.

Section 10. Judicial Review.

This order is intended only to improve the internal management of the Executive Branch and does not create any right, benefit, or trust responsibility, substantive or procedural, enforceable at law or equity by a party against the United States, its agencies, its officers, or any person.

William J. Clinton
The White House
January 12, 1999

Withdrawal/Redaction Sheet

Clinton Library

DOCUMENT NO. AND TYPE	SUBJECT/TITLE	DATE	RESTRICTION
001.	Draft of EO. Hex Dump Arms_Ext: [Attach.D93] MAIL 43362575S.326 to ASCII. (12 pages)	12/12/1998	P5

COLLECTION:

Clinton Presidential Records
Automated Records Management System [Email]
NSC 1994/08 - 1999/12 (["President's Task Force on Federal Training Technology"])
OA/Box Number: 1,200,000

FOLDER TITLE:

[12/22/1998 - 01/13/1999]

Adam Bergfeld
2006-0175-F
ab126

RESTRICTION CODES

Presidential Records Act - [44 U.S.C. 2204(a)]

- P1 National Security Classified Information [(a)(1) of the PRA]
- P2 Relating to the appointment to Federal office [(a)(2) of the PRA]
- P3 Release would violate a Federal statute [(a)(3) of the PRA]
- P4 Release would disclose trade secrets or confidential commercial or financial information [(a)(4) of the PRA]
- P5 Release would disclose confidential advise between the President and his advisors, or between such advisors [(a)(5) of the PRA]
- P6 Release would constitute a clearly unwarranted invasion of personal privacy [(a)(6) of the PRA]

C. Closed in accordance with restrictions contained in donor's deed of gift.

PRM. Personal record misfile defined in accordance with 44 U.S.C. 2201(3).

RR. Document will be reviewed upon request.

Freedom of Information Act - [5 U.S.C. 552(b)]

- b(1) National security classified information [(b)(1) of the FOIA]
- b(2) Release would disclose internal personnel rules and practices of an agency [(b)(2) of the FOIA]
- b(3) Release would violate a Federal statute [(b)(3) of the FOIA]
- b(4) Release would disclose trade secrets or confidential or financial information [(b)(4) of the FOIA]
- b(6) Release would constitute a clearly unwarranted invasion of personal privacy [(b)(6) of the FOIA]
- b(7) Release would disclose information compiled for law enforcement purposes [(b)(7) of the FOIA]
- b(8) Release would disclose information concerning the regulation of financial institutions [(b)(8) of the FOIA]
- b(9) Release would disclose geological or geophysical information concerning wells [(b)(9) of the FOIA]

DRAFT 12/22/1998

EXECUTIVE ORDER

**PROVIDING 21ST CENTURY SKILLS TO GOVERNMENT EMPLOYEES TO MEET
WORKPLACE CHALLENGES OF THE 21ST CENTURY**

Advances in technology are changing the workplace at an ever increasing rate. These advances can make Federal employees more productive, and provide improved service to our customers. We need to ensure that we continue to train our employees to take full advantage of these technological advances. A coordinated Federal effort is needed to provide training to employees any time and anywhere they need it and to explore how Federal training programs, initiatives, and policies can better support lifelong learning through the use of learning technology.

To help us meet these goals, I am creating a task force on Federal training technology, creating an Advisory Committee on the use of learning technology for lifelong learning, and I am directing Federal agencies to take certain steps to enhance employee training opportunities.

Accordingly, by the authority vested in me as President by the Constitution and the laws of the United States of America, and in furtherance of the purposes of the Chapter 41 of title 5, United States Code, the Government Employee Training Act of 1958 (Public Law 85-5507) and Executive Order 11348, "Providing for the Further Training of Government Employees", and other pertinent statutes, it is hereby ordered:

Section 1. Establishment of the President's Task Force on Federal Training Technology.

The President's Task Force on Federal Training Technology ("Task Force") of Federal agency representatives is hereby established to provide leadership regarding the effective use of learning technologies in training and education, to make training opportunities an available and integral part of continuing employment in the Federal Government, to ensure ongoing coordination of Federal activities concerning the use of learning technologies, and to ensure the full implementation of the requirement of this order. The Task Force will consist of a representative of the Departments of Labor, Agriculture, Energy, Education, Defense, Justice, State, Veteran Affairs, Interior, Health and Human Services, Housing and Urban Development, Treasury, Commerce, Transportation, and the Office of Personnel Management, General Services Administration, Environmental Protection Agency, National Aeronautics and Space Administration, Small Business Administration, Social Security Administration, a representative from the Small Agency Council, and other relevant agencies and related Federal councils, as determined by the co-chairs of the Task Force.

Within 30 days of the date of this order, the head of each named agency or council shall name a senior official who is responsible for management or program administration to serve as a representative to the Task Force. The representative shall report directly to the agency head or the President's Management Council member on the agency's activities under this order.

The Office of Personnel Management shall Chair and the Department of Labor shall co-chair the Task Force.

The co-chairs will appoint an Executive Director.

The Task Force members will provide any required staffing and funding, as appropriate.

Section 2. Duties of the Task Force.

Within eighteen months of the date of this order, the Task Force shall develop and recommend to the President, through the Assistant to the President for Economic Policy and the Assistant to the President for Science and Technology, a coordinated Federal training policy. The policy will be designed to promote, integrate, implement, and institutionalize the effective use of learning technologies to create affordable and convenient learning opportunities that will improve Federal employee performance. The Task Force shall seek the views of experts from industry, academia, and State and local government as the Task Force proceeds, as appropriate. Specifically, the Task Force shall:

- develop strategies to ensure that training anytime and anywhere opportunities will be available to all Government employees;

- form partnerships among key Federal agencies, State/local governments, businesses, universities, and other appropriate entities to promote the development and use of high-quality training opportunities;

- analyze the use of technology in existing training programs and policies of the Task Force member agencies to determine what changes, modifications, and innovations may be necessary to advance training opportunities;

- in consultation with the Department of Defense, recommend standards for training software and associated services purchased by federal agencies and contractors. These standards should be consistent with voluntary industry consensus-based commercial standards for agencies to use in procurements to enable the creation of reusable training component software and thereby reduce redundancy in the development of courseware;

- evaluate and, where appropriate, coordinate and collaborate on, research and demonstration activities of Task Force member agencies related to Federal training technology;

- identify and support promising cross-agency training areas that would particularly benefit from new instructional technologies and facilitate multi-agency procurement and use of training materials, where appropriate;

- in consultation with the General Services Administration, the Office of Personnel Management, and the Office of Federal Procurement Policy of the Office of Management and Budget, promote existing and new procurement vehicles that provide agencies the necessary flexibility to provide innovative training opportunities for Federal employees.

recommend changes to existing procurement laws that might be needed to further the objectives of this Executive Order and forward the recommendations to the Administrator of the Office of Federal Procurement Policy of the Office of Management and Budget; and,

develop options and recommendations for establishing Federal Individual Learning Accounts for each Federal worker for training relevant to their Federal employment. Such accounts would be established with the funds allocated to the agency for employee training. Approval for training will be given by the individual employee's manager. Options and recommendations shall be reported no later than six months from the date of this order.

Section 3. Duties of All Federal Agencies. Federal agencies shall, to the extent permitted by law:

shall include as part of their Government Performance and Results Act strategic plans:

a comprehensive assessment of training needs;

management strategies to meet these training needs taking full account of opportunities offered by new information technologies;

a budget plan for meeting training obligations that includes estimates of capital purchases, software developments, and purchased services;

savings and cost avoidance resulting from the use of learning technology and how those funds will be reinvested to increase learning opportunities available to employees; and,

changes necessary to ensure that, where appropriate, training requirements are based on outcomes related to performance rather than time allocation (?seat time?).

where practicable, agencies shall use the standards recommended by the Task Force and published by the Office of Personnel Management for purchasing training software and associated services;

each Cabinet agency shall designate at least one subject area of training that it will use to demonstrate opportunities in technology-based training and assign an agency leader in the designated area. Leaders in these training technology experiments shall work closely with other agencies with similar training interests. Each designated subject area shall include a plan for measuring and evaluating the effectiveness and cost-effectiveness of the new approach, and benefits to employees and the agency; and

agencies shall post training courses, information, and other learning opportunities on the Department of Labor's America's Learning eXchange (ALX) to make information about Federal training courses, information, and other learning opportunities widely available to Federal employees.

Section 4. Special Duties of Specific Federal Agencies. Section xx. Department of Defense

In light of the Office of Personnel Management's responsibility for developing Government-wide training policy, coordinating and managing training programs, and providing technical assistance to Federal agencies, the Office of Personnel Management shall:

in consultation with the Task Force, the Department of Defense, the Department of Labor, and other relevant civilian agencies, publish the standards for training software and associated services recommended by the Task Force;

provide contractual mechanisms to assist agencies in the acquisition of learning technology software and services for training; and,

ensure that qualification standards for civil service positions related to learning reflect industry certification requirements.

The Department of Labor shall:

establish a specialized database for Federal training within the framework of the Department of Labor's America's Learning eXchange (ALX) to make information about Federal training courses, information, and other learning opportunities widely available to Federal employees;

establish and maintain a learning technology website for agencies to post training and learning needs, foster communication among the agencies and between public and private sector organizations to identify and meet common needs; and,

establish a staffed help desk and technology resource center to support Federal agencies using training technology and to facilitate the development of online training courses.

The Department of Defense shall:

lead Federal participation in business and university organizations charged with developing consensus standards for training software and associated services and lead the Federal review of the standards;

provide guidance to Defense agencies and advise the civilian agencies, as appropriate, on how best to use these standards for large-scale development and implementation of efficient and effective distributed learning technologies.

Section 5. Establishment of Advisory Committee on Learning Technology Section xx. Establishment of Advisory Committee on Training Technology.

There is established the ?Advisory Committee on Training Technology? (?Committee?). The

Committee shall consist of not more than 15 non-Federal members appointed by the President, including representatives of the research, education, and training communities, information technology sector, and representatives from other critical industries. The President shall designate a chair from among the members of the Committee.

Section 6. Functions of the Advisory Committee. Section xx. Functions of the Advisory Committee

The Committee shall provide the President, through the Assistant to the President for Economic Policy and the Assistant to the President for Science and Technology (? Assistants to the President?), with advice and information on the use of emerging technologies in government training and the Federal role in encouraging their use and development in the private sector. They shall provide an independent assessment of:

how Federal programs, initiatives, and policies can better support the use of technologies for lifelong learning;

how Federal programs, initiatives, and policies can encourage or accelerate training technology to provide more accessible, more timely, and more cost-effective training opportunities for all Americans;

progress made by the government in its use and integration of technology in training programs, particularly in the use of voluntary industry consensus standards for training software and associated services;

mechanisms for the Federal Government to encourage private sector investment in the development of high-quality instructional software and wider deployment and utilization of technology-mediated instruction so that all Americans may take advantage of the opportunities provided by learning technology;

the appropriate Federal role in research and development for learning technologies and their applications in order to develop high-quality training and education opportunities for all Americans; and,

other issues as specified by the Assistants to the President.

Section 7. Administration of the Advisory Committee. Section xx. Administration

To the extent permitted by law and subject to the availability of appropriations, the Office of Personnel Management shall provide the financial and administrative support for the Committee.

The heads of executive agencies shall, to the extent permitted by law, provide to the Committee such information as it may require for the purpose of carrying out its functions.

The Committee Chair may, from time to time, invite experts to submit information to the Committee and may form subcommittees or working groups with the Committee to review specific issues.

Members of the Committee shall serve without compensation but shall be allowed travel expenses, including per diem instead of subsistence, as authorized by law for persons serving intermittently in the Government service (5 U.S.C. 5701-5707).

Section 8. General. Section xx. General

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Notwithstanding any other Executive order, the functions of the President under the Federal Advisory Committee Act, as amended, that are applicable to the Committee, except that of reporting to the Congress, shall be performed by the Office of Personnel Management in accordance with guidelines that have been issued by the Administrator of General Services.

The Committee shall terminate two years from the date of this order unless extended by the President prior to such date.

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As used in this order, the terms "agency," "employee," "Government," and "training" have the meaning given to those terms, respectively, by section 4101 of title 5, United States Code.

Section 10. Judicial Review.

This order is intended only to improve the internal management of the Executive Branch and does not create any right, benefit, or trust responsibility, substantive or procedural, enforceable at law or equity by a party against the United States, its agencies, its officers, or any person.

William J. Clinton
The White House
January 12, 1999

DRAFT 12/22/1998

EXECUTIVE ORDER

**PROVIDING 21ST CENTURY SKILLS TO GOVERNMENT EMPLOYEES TO MEET
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To help us meet these goals, I am creating a task force on Federal training technology, creating an Advisory Committee on the use of learning technology for lifelong learning, and I am directing Federal agencies to take certain steps to enhance employee training opportunities.

Accordingly, by the authority vested in me as President by the Constitution and the laws of the United States of America, and in furtherance of the purposes of the Chapter 41 of title 5, United States Code, the Government Employee Training Act of 1958 (Public Law 85-5507) and Executive Order 11348, "Providing for the Further Training of Government Employees", and other pertinent statutes, it is hereby ordered:

Section 1. Establishment of the President=s Task Force on Federal Training Technology.

- (a) The APresident=s Task Force on Federal Training Technology≡ ("Task Force≡) of Federal agency representatives is hereby established to provide leadership regarding the effective use of learning technologies in training and education, to make training opportunities an available and integral part of continuing employment in the Federal Government, to ensure ongoing coordination of Federal activities concerning the use of learning technologies, and to ensure the full implementation of the requirement of this order. The Task Force will consist of a representative of the Departments of Labor, Agriculture, Energy, Education, Defense, Justice, State, Veteran Affairs, Interior, Health and Human Services, Housing and Urban Development, Treasury, Commerce, Transportation, and the Office of Personnel Management, General Services Administration, Environmental Protection Agency, National Aeronautics and Space and Administration, Small Business Administration, Social Security Administration, a representative from the Small Agency Council, and other relevant agencies and related Federal councils, as determined by the co-chairs of the Task Force.
- (b) Within 30 days of the date of this order, the head of each named agency or council shall name a senior official who is responsible for management or program administration to serve as a representative to the Task Force. The representative shall report directly to the agency head or the President's Management Council member on the agency's activities under this order.
- (c) The Office of Personnel Management shall Chair and the Department of Labor shall co-chair the Task Force.

- (d) The co-chairs will appoint an Executive Director.
- (e) The Task Force members will provide any required staffing and funding, as appropriate.

Section 2. Duties of the Task Force.

- (a) Within eighteen months of the date of this order, the Task Force shall develop and recommend to the President, through the Assistant to the President for Economic Policy and the Assistant to the President for Science and Technology, a coordinated Federal training policy. The policy will be designed to promote, integrate, implement, and institutionalize the effective use of learning technologies to create affordable and convenient learning opportunities that will improve Federal employee performance. The Task Force shall seek the views of experts from industry, academia, and State and local government as the Task Force proceeds, as appropriate. Specifically, the Task Force shall:
 - (1) develop strategies to ensure that training anytime and anywhere opportunities will be available to all Government employees;
 - (2) form partnerships among key Federal agencies, State/local governments, businesses, universities, and other appropriate entities to promote the development and use of high-quality training opportunities;
 - (3) analyze the use of technology in existing training programs and policies of the Task Force member agencies to determine what changes, modifications, and innovations may be necessary to advance training opportunities;
 - (4) in consultation with the Department of Defense, recommend standards for training software and associated services purchased by federal agencies and contractors. These standards should be consistent with voluntary industry consensus-based commercial standards for agencies to use in procurements to enable the creation of reusable training component software and thereby reduce redundancy in the development of courseware;
 - (5) evaluate and, where appropriate, coordinate and collaborate on, research and demonstration activities of Task Force member agencies related to Federal training technology;
 - (6) identify and support promising cross-agency training areas that would particularly benefit from new instructional technologies and facilitate multi-agency procurement and use of training materials, where appropriate;
 - (7) in consultation with the General Services Administration, the Office of Personnel Management, and the Office of Federal Procurement Policy of the Office of Management and Budget, promote existing and new procurement vehicles that provide agencies the necessary flexibility to provide innovative training opportunities for Federal employees.
 - (8) recommend changes to existing procurement laws that might be needed to further the

objectives of this Executive Order and forward the recommendations to the Administrator of the Office of Federal Procurement Policy of the Office of Management and Budget; and,

- (b) develop options and recommendations for establishing Federal Individual Learning Accounts for each Federal worker for training relevant to their Federal employment. Such accounts would be established with the funds allocated to the agency for employee training. Approval for training will be given by the individual employee's manager. Options and recommendations shall be reported no later than six months from the date of this order.

Section 3. Duties of All Federal Agencies. Federal agencies shall, to the extent permitted by law:

- (a) shall include as part of their Government Performance and Results Act strategic plans:
 - (1) a comprehensive assessment of training needs;
 - (2) management strategies to meet these training needs taking full account of opportunities offered by new information technologies;
 - (3) a budget plan for meeting training obligations that includes estimates of capital purchases, software developments, and purchased services;
 - (4) savings and cost avoidance resulting from the use of learning technology and how those funds will be reinvested to increase learning opportunities available to employees; and,
 - (5) changes necessary to ensure that, where appropriate, training requirements are based on outcomes related to performance rather than time allocation (Aseat time≡).
- (b) where practicable, agencies shall use the standards recommended by the Task Force and published by the Office of Personnel Management for purchasing training software and associated services;
- (c) each Cabinet agency shall designate at least one subject area of training that it will use to demonstrate opportunities in technology-based training and assign an agency leader in the designated area. Leaders in these training technology experiments shall work closely with other agencies with similar training interests. Each designated subject area shall include a plan for measuring and evaluating the effectiveness and cost-effectiveness of the new approach, and benefits to employees and the agency; and
- (d) agencies shall post training courses, information, and other learning opportunities on the Department of Labor=s America=s Learning eXchange (ALX) to make information about Federal training courses, information, and other learning opportunities widely available to Federal employees.

Section 4. Special Duties of Specific Federal Agencies.

- (a) In light of the Office of Personnel Management's responsibility for developing Government-wide training policy, coordinating and managing training programs, and providing technical assistance to Federal agencies, the Office of Personnel Management shall:
- (1) in consultation with the Task Force, the Department of Defense, the Department of Labor, and other relevant civilian agencies, publish the standards for training software and associated services recommended by the Task Force;
 - (2) provide contractual mechanisms to assist agencies in the acquisition of learning technology software and services for training; and,
 - (3) ensure that qualification standards for civil service positions related to learning reflect industry certification requirements.
- (b) The Department of Labor shall:
- (1) establish a specialized database for Federal training within the framework of the Department of Labor's America's Learning eXchange (ALX) to make information about Federal training courses, information, and other learning opportunities widely available to Federal employees;
 - (2) establish and maintain a learning technology website for agencies to post training and learning needs, foster communication among the agencies and between public and private sector organizations to identify and meet common needs; and,
 - (3) establish a staffed help desk and technology resource center to support Federal agencies using training technology and to facilitate the development of online training courses.
- (c) The Department of Defense shall:
- (1) lead Federal participation in business and university organizations charged with developing consensus standards for training software and associated services and lead the Federal review of the standards;
 - (2) provide guidance to Defense agencies and advise the civilian agencies, as appropriate, on how best to use these standards for large-scale development and implementation of efficient and effective distributed learning technologies.

Section 5. Establishment of Advisory Committee on Learning Technology.

There is established the AAdvisory Committee on Training Technology (ACommittee). The Committee shall consist of not more than 15 non-Federal members appointed by the President, including representatives of the research, education, and training communities, information technology sector, and representatives from other critical industries. The President shall designate a chair from among the members of the Committee.

Section 6. Functions of the Advisory Committee.

The Committee shall provide the President, through the Assistant to the President for Economic Policy and the Assistant to the President for Science and Technology (Assistants to the President), with advice and information on the use of emerging technologies in government training and the Federal role in encouraging their use and development in the private sector. They shall provide an independent assessment of:

- (a) how Federal programs, initiatives, and policies can better support the use of technologies for lifelong learning;
- (b) how Federal programs, initiatives, and policies can encourage or accelerate training technology to provide more accessible, more timely, and more cost-effective training opportunities for all Americans;
- (c) progress made by the government in its use and integration of technology in training programs, particularly in the use of voluntary industry consensus standards for training software and associated services;
- (d) mechanisms for the Federal Government to encourage private sector investment in the development of high-quality instructional software and wider deployment and utilization of technology-mediated instruction so that all Americans may take advantage of the opportunities provided by learning technology;
- (e) the appropriate Federal role in research and development for learning technologies and their applications in order to develop high-quality training and education opportunities for all Americans; and,
- (f) other issues as specified by the Assistants to the President.

Section 7. Administration of the Advisory Committee.

- (a) To the extent permitted by law and subject to the availability of appropriations, the Office of Personnel Management shall provide the financial and administrative support for the Committee.
- (b) The heads of executive agencies shall, to the extent permitted by law, provide to the Committee such information as it may require for the purpose of carrying out its functions.
- (c) The Committee Chair may, from time to time, invite experts to submit information to the Committee and may form subcommittees or working groups with the Committee to review specific issues.
- (d) Members of the Committee shall serve without compensation but shall be allowed travel expenses, including per diem instead of subsistence, as authorized by law for persons serving intermittently in the Government service (5 U.S.C. 5701-5707).

Section 8. General.

- (a) Member agencies of the President's Task Force on Federal Training Technology shall, to the extent permitted by law, provide staff and administrative support to the Advisory Committee as needed by Office of Personnel Management.
- (b) Notwithstanding any other Executive order, the functions of the President under the Federal Advisory Committee Act, as amended, that are applicable to the Committee, except that of reporting to the Congress, shall be performed by the Office of Personnel Management in accordance with guidelines that have been issued by the Administrator of General Services.
- (c) The Committee shall terminate two years from the date of this order unless extended by the President prior to such date.

Section 9. Definitions.

As used in this order, the terms "agency," "employee," "Government," and "training" have the meaning given to those terms, respectively, by section 4101 of title 5, United States Code.

Section 10. Judicial Review.

This order is intended only to improve the internal management of the Executive Branch and does not create any right, benefit, or trust responsibility, substantive or procedural, enforceable at law or equity by a party against the United States, its agencies, its officers, or any person.

William J. Clinton
The White House
January 12, 1999